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1-14-93

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JANUARY 14, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, January 14, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Commending William Sutherland on the occasion of his retirement.

    (b) Resolution - Commending John B. Mc Donagh on the occasion of his retirement.

    (c) Resolution - Authorizing the Executive Director to execute a purchase order for the procurement and installation of burglar alarm systems at various developments in an amount not to exceed $10,600.00.

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(d) Resolution - Authorizing the Executive Director to increase the purchase agreement with T & L Refrigeration & Appliance Repair for the repair of refrigerators in an amount not to exceed $12,000.00 during Fiscal Year 1992-93.

(e) Resolution - Authorizing the Executive Director to enter into a contract with Synergy Environmental, Inc. for removal of asbestos thermal system insulation and thermal system reinsulation at Sunnydale, CAL 1-3, Community Center in the amount of $41,230.00.

(f) Resolution - Authorizing the Executive Director to enter into a contract with Warren Construction for removal of asbestos floor covering and abatement of assemblies painted with lead-based paint for four units at Sunnydale, CAL 1-3, in the amount of $17,800.00.

(g) Resolution - Approving write-off of vacated tenant accounts receivable in the amount of $47,258.08 for the quarter ending December 31, 1992.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, January 14, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, January 14, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:06 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Reen moved to approve the Agenda for January 14, 1993 and Commissioner Drypolcher seconded the motion.

The Agenda of January 14, 1993, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Thelma Kavanaugh, 350 Ellis Street Development
Bessy North, Hunter's View Development
Karen Huggins, Potrero Terrace/Annex Development
Benny Wright, 48th & Noriega Development
Jewel Green, Hunter's View Development
Alta Faye Scales, Leased Housing
Shirley Dorton, Sunnydale Development
Ms. Jimmy Mumphrey, Hunter's View Development

Commissioner Boileau asked that SFHA staff to follow-up and report back to the Commission on issues raised by the residents during the visitor's portion of the meeting.

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to approve the minutes of the December 10, 1992 meeting and Commissioner Williams seconded the motion.

The minutes of the meeting held December 10, 1992 were UNANIMOUSLY APPROVED.

Commissioner Shaw said that he wanted to thank staff, and he gave a special thanks to Karen Moone, Deputy Executive Director of Management Operations, and Deborah Whittle, Director of Resident Services, for their work in supplying food for Christmas baskets for families that he was working with through various churches.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Gilmore, Executive Director, reported to the Commission that the San Francisco Housing Authority would be closed on Monday, January 18, 1993 in observance of the Martin Lurther King, Jr. Holiday.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine Chavis, Legal Counsel, stated that she submitted her report in writing. Ms. Chavis reported that there was a hearing today regarding Stroll vs. San Francisco Housing Authority in small claims court. Ms. Chavis stated that the Commission will adjourn immediately into Executive Session to discuss a personnel matter and she stated that the Executive Session is authorized pursuant to Government Code 54957.

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association, represented Anne Mackey, who was ill. Ms. Marshall said that the Plaza East Tenants' Association had a beautiful Christmas party for the children living in the development and she thanked the Housing Authority for its support. She also stated that they are working to make the development a better place to live.

Ms. Marshall added that training in managing a laundry facility had not yet started, but she anticipates that training will start before the next Commission meeting. Ms. Marshall stated that the PHTA is making progress. She also reported that the leadership and board development training workshops have started.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4003

RESOLUTION COMMENDING WILLIAM SUTHERLAND
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. William Sutherland retired from the Housing Authority of the City and County of San Francisco effective December 30, 1992 after 38 years of service; and

WHEREAS, Mr. Sutherland received from the San Francisco Housing Authority, a letter of commendation for service above and beyond the call of duty in 1986 from Ms. Ruth Finkelstein; and

WHEREAS, he was given a "Valuable Service Award" in 1986 by the Executive Director of the San Francisco Housing Authority; and

WHEREAS, Mr. Sutherland performed his duties as a Storekeeper, Senior Storekeeper and Senior Laborer in a professional manner; and

WHEREAS, he earned the respect of staff, co-workers and the Commission; and

WHEREAS, during his career as an employee of this Agency, he faithfully and diligently discharged his duties;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to William Sutherland its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Reen moved to adopt Resolution No. 4003 and Commissioner Williams seconded the motion.

Resolution No. 4003 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 4004

RESOLUTION COMMENDING JOHN B. McDONAGH
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. John B. McDonagh retired from the Housing Authority of the City and County of San Francisco after 30 years of service; and

WHEREAS, during his career as an employee of this Authority, he faithfully and diligently discharged his duties as a Laborer; and

WHEREAS, Mr. John B. McDonagh gained the respect of the Commission of this Authority, the staff, and his fellow employees for his dedicated, loyal, and efficient service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Mr. John B. McDonagh its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Williams moved to adopt Resolution No. 4004 and Commissioner Drypolcher seconded the motion.

Resolution No. 4004 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 4005

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT AND INSTALLATION OF BURGLAR ALARM SYSTEMS AT VARIOUS DEVELOPMENTS IN AN AMOUNT NOT TO EXCEED $10,600.00

WHEREAS, the Authority solicited and received bids for furnishing and installing burglar alarm systems at the Sunnydale, North Beach, Valencia Gardens, Hayes Valley, Potrero Terrace, and Westside Courts maintenance facilities; and

WHEREAS, the bids received were as follows:

- ADT $21,992.00
- Golden Gate Burglar Alarm Co. $10,600.00
- National Guardian $13,542.00; and

WHEREAS, the Authority selected Golden Gate Burglar Alarm Co. as the apparent, lowest, responsive, responsible bidder for the required security installations in accordance with procurement regulations at 24 CFR, Part 85.36; and

WHEREAS, funding for the procurement and installation of the burglar alarm systems is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order with Golden Gate Burglar Alarm Co. for the procurement and installation of burglar alarm systems in an amount not to exceed $10,600.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Drypolcher moved to adopt Resolution No. 4005 and Commissioner Shaw seconded the motion.

Resolution No. 4005 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 4006

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE PURCHASE AGREEMENT WITH T & L REFRIGERATION & APPLIANCE REPAIR FOR THE REPAIR OF REFRIGERATORS IN AN AMOUNT NOT TO EXCEED $12,000.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority is evaluating the feasibility of having its refrigerator repairs performed in-house; and

WHEREAS, the Authority executed a purchase order with T & L Refrigeration & Appliance Repair for refrigerator repairs pursuant to Commission Resolution No. 3798; and

WHEREAS, T & L Refrigeration has performed in an acceptable and responsible manner, and the Authority wishes to continue this relationship while an in-house repair program is being considered; and

WHEREAS, based on prior solicitations, the extension of services with T & L Refrigeration and Appliance Repair is permitted in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the services described herein is available as part of the approved operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend the purchase agreement with T & L Refrigeration & Appliance Repair in an amount not to exceed $12,000.00 during Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Reen moved to adopt Resolution No. 4006 and Commissioner Williams seconded the motion.

Resolution No. 4006 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 4007

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SYNERGY ENVIRONMENTAL, INC. FOR REMOVAL OF ASBESTOS THERMAL SYSTEM INSULATION AND THERMAL SYSTEM REINSULATION AT SUNNYDALE, CAL 1-3, COMMUNITY CENTER IN THE AMOUNT OF $41,230.00

WHEREAS, on November 25, 1992 and November 30, 1992, the Authority advertised for bids to remove asbestos thermal system insulation and debris and reinsulate thermal system piping at the Sunnydale Community Center; and

WHEREAS, on December 15, 1992 six (6) bids were received as follows:

Bidders	Bid Amount
1. Synergy Environmental, Inc.	$ 41,230.00
2. APC	$ 43,000.00
3. Bluewater	$ 46,550.00
4. Warren Construction	$ 48,000.00
5. PARC	$ 75,500.00
6. Merritt Corporation	$144,031.00

WHEREAS, the Authority has evaluated the low bid and determined that Synergy Environmental, Inc.'s bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Synergy Environmental, Inc. in the amount of $41,230.00

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Chuck moved to adopt Resolution No. 4007 and Commissioner Reen seconded the motion.

Resolution No. 4007 was adopted with Commissioner Boileau abstaining.

(f) RESOLUTION 4008

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH WARREN CONSTRUCTION FOR REMOVAL OF ASBESTOS FLOOR COVERING AND ABATEMENT OF ASSEMBLIES PAINTED WITH LEAD-BASED PAINT FOR FOUR UNITS AT SUNNYDALE, CAL 1-3, IN THE AMOUNT OF $17,800.00

WHEREAS, on November 25, 1992 and November 30, 1992, the Authority advertised for bids to remove asbestos floor covering and abate assemblies painted with lead base paint in four units at Sunnydale; and

WHEREAS, on December 15, 1992 five (5) bids were received as follows:

Bidders	Bid Amount
1. Warren Construction	$17,800.00
2. PARC	$32,700.00
3. APC Construction	$33,150.00
4. Synergy	$33,440.00
5. Merritt Corporation	$38,920.00

WHEREAS, the Authority has evaluated the low bid and determined that Warren Construction's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Warren Construction in the amount of $17,800.00,

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Reen moved to adopt Resolution No. 4008 and Commissioner Drypolcher seconded the motion.

Resolution No. 4008 was adopted with a no vote from Commissioner Boileau.

(g) RESOLUTION 4009

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $47,258.08 FOR THE QUARTER ENDING DECEMBER 31, 1992

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1, details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the first quarter of Fiscal Year 1992-1993 Debit Balances of $47,258.08.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/14/93
Date

Commissioner Williams moved to adopt Resolution No. 4009 and Commissioner Reen seconded the motion.

Resolution No. 4009 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 14, 1993 adjourned at 5:35 p.m. to Executive Session. The next regular meeting has been scheduled for January 28, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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January 25, 1993

PUBLIC NOTICE

Agenda

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, January 28, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

SAN FRANCISCO HOUSING AUTHORITY

January 28, 1993

The agenda for this meeting is missing

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, January 28, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, January 28, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:07 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT:
David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to approve the Agenda for January 28, 1993 and Commissioner Lillian seconded the motion.

The Agenda of January 28, 1993, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Robert Williams, Valencia Gardens Development
Bessie Crockett, Valencia Gardens Development
Santos Guerrero, Valencia Gardens Development
Christine Neal, Alice Griffith Development
Vera Kennedy, Hunter's View Development
Sarah Owens, Hunter's View Development
Alice Richardson, Hunter's View Development
Romania Bell, Hunter's View Development
Brenda Alexander, Hunter's View Development
Shirley Dorton, Sunnydale Development
Ms. Patricia A. Johnson, Sunnydale Development
Shirley Jordan, Valencia Gardens Development
Edward G. Evans, Senior and Disabled Concerns Committee of the North of Market Planning Coalition
Ron Lemmon, 430 Turk Street Development

4. APPROVAL OF MINUTES:

Commissioner Chuck moved to amend the minutes of the January 14, 1993 meeting to reflect that Commissioner Lillian was excused from the meeting and was not present. Commissioner Drypolcher seconded the motion.

The minutes, as amended, of the meeting held January 14, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Chuck stated that the Site and Design Committee met today and he will give the Committee's recommendations at the appropriate time.

Commissioner Drypolcher stated that the Finance Committee also met today to discuss the Operating Budget for the Fiscal Year ending September 30, 1992 and to discuss the first quarter of the new 1993 Fiscal Year end as of December 31, 1992.

8. REPORT OF COUNSEL:

Geraldine Chavis, Legal Counsel, stated that she submitted her report in writing. Ms. Chavis reported that the President of the Commission requested that an Executive Session be held to discuss a personnel matter. She also stated that the Executive Session is authorized pursuant to Government Code 54957.

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association, submitted her report in writing.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4010

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH NATIONAL GUARDIAN SECURITY SERVICES CORPORATION FOR THE MONITORING AND MAINTENANCE OF THE FIRE SPRINKLER AND WATER FLOW ALARM AT CAL 1-5, BERNAL DWELLINGS AND CAL 1-18(7), HAYES VALLEY IN AN AMOUNT NOT TO EXCEED $30,000.00 FOR FISCAL YEAR 1992-1993

WHEREAS, the Authority is required to monitor its fire sprinkler systems at CAL 1-5, Bernal Dwellings, and CAL 1-18(7) Hayes Valley; and

WHEREAS, funding has been allocated from the operating budget for the monitoring, maintenance and service of the complete fire sprinkler water flow alarm systems at these developments; and

WHEREAS, the Authority is not certified to provide this monitoring service; and

WHEREAS, the Authority entered into an agreement with National Guardian Security Services Corporation for these services.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to provide funding for the contract with National Guardian Security Services Corporation in the amount of $30,000.00 for supervisory trouble monitoring and the maintenance and service of the complete fire sprinkler and water flow alarm at CAL 1-5, Bernal Dwellings and CAL 1-18(7), Hayes Valley for Fiscal Year 1992-1993.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/28/93
Date

Commissioner Chuck reported that the Site and Design Committee recommended approval of this resolution.

Commissioner Lillian moved to adopt Resolution No. 4010 and Commissioner Williams seconded the motion.

Resolution No. 4010 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 4011

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HAIGHT ASHBURY FREE CLINICS FOR SUBSTANCE ABUSE PROGRAMS IN HAYES VALLEY AND HUNTER'S VIEW IN AN AMOUNT NOT TO EXCEED $340,000.00 AND RESCINDING RESOLUTION NOS. 3996 AND 3997

WHEREAS, the Authority solicited proposals, in full and open competition, for substance abuse services for its public housing residents located in Hunter's View and Hayes Valley; and

WHEREAS, proposals were received from the Bayview Hunter's Point Foundation (BHPF) and Haight Ashbury Free Clinics (HAFC) for the requested services at Hunter's View, and from HAFC for services at Hayes Valley; and

WHEREAS, BHPF was selected to provide services at Hunter's View, but withdrew its offer subsequent to the authorization to finalize negotiations pursuant to Commission Resolution numbers 3996 and 3997; and

WHEREAS, the HAFC proposal was accepted, with some modifications, as the best alternative for proceeding quickly with substance abuse services at Hunter's View at a reasonable cost for the services to be provided; and

WHEREAS, the residents of Hayes Valley accepted the HAFC proposal for substance abuse services at that location; and

WHEREAS, the Authority recommends entering into a combined contract with HAFC for both Hunter's View and Hayes Valley (*Exhibit A*) to minimize the allocation of program funds to administrative overhead costs; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36(d)(4), the Authority should award a contract to HAFC; and

WHEREAS, funding for the services described above have been approved as part of a grant from the Drug Elimination Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution numbers 3996 and 3997 are hereby rescinded.

2. The Executive Director is authorized to execute a contract with Haight Ashbury Free Clinics for substance abuse services in an amount not to exceed $340,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/28/93
Date

Commissioner Williams moved to adopt Resolution No. 4011 and Commissioner Drypolcher seconded the motion.

Resolution No. 4011 was UNANIMOUSLY ADOPTED.

(Exhibit A is filed in formal minute book)

(c) RESOLUTION 4012

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH UNITED STATES ELEVATOR CORPORATION FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-18(13), MISSION DOLORES IN THE AMOUNT OF $251,500.00

WHEREAS, on December 14, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-18(13), Mission Dolores housing development; and

WHEREAS, on December 22, 1992, six (6) bids were received as follows:

Bidder	Bid Amount
1. United State Elevator Corporation	$ 251,500.00
2. Standard Elevator Company	$ 274,950.00
3. Star Elevator Inc.	$ 276,691.00
4. Millard Tong Construction Company	$ 288,168.00
5. Millar Elevator Service Company	$ 290,428.00
6. Hy-Tech Elevator Services	$ 310,000.00

WHEREAS, the Authority has evaluated the bids and determined that United States Elevator Corporation is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to United States Elevator Corporation in the amount of $251,500.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/28/93
Date

Commissioner Reen moved to adopt Resolution No. 4012 and Commissioner Shaw seconded the motion.

Commissioner Chuck reported that the Site and Design Committee recommended approval of this resolution.

Resolution No. 4012 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 4013

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH UNITED STATES ELEVATOR CORPORATION FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-19(1), 990 PACIFIC AVENUE IN THE AMOUNT OF $ 179,500.00

WHEREAS, on December 14, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-19(1), 990 Pacific Avenue housing development; and

WHEREAS, on December 22, 1992, six (6) bids were received as follows:

Bidder	Bid Amount
1. United State Elevator Corporation	$ 179,500.00
2. Millard Tong Construction Company	$ 206,888.00
3. Star Elevator Inc.	$ 212,637.00
4. Standard Elevator Company	$ 220,950.00
5. Millar Elevator Service Company	$ 224,633.00
6. Hy-Tech Elevator Services	$ 242,000.00

WHEREAS, the Authority has evaluated the bids and determined that United States Elevator Corporation is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to United States Elevator Corporation in the amount of $179,500.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/28/93
Date

Commissioner Shaw moved to adopt Resolution No. 4013 and Commissioner Drypolcher seconded the motion.

Resolution No. 4013 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 4014

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND HUNTER'S VIEW TENANTS' ASSOCIATION TO MANAGE AND OPERATE THE LAUNDRY FACILITY AT 125 WEST POINT ROAD

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the Hunter's View Tenants' Association is the duly elected representative group of the Hunter's View Development; and

WHEREAS, the residents of the Hunter's View Development and the San Francisco Housing Authority have written a Memorandum of Understanding that allows the residents to run the laundry facility at Hunter's View.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Understanding, Attachment A, between the San Francisco Housing Authority and Hunter's View Tenants' Association at 125 West Point Road, under the conditions indicated therein, to advance the mutual goal of economic development for residents.

2. The Executive Director is further authorized to take appropriate steps to implement the Memorandum of Understanding.

3. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/28/93
Date

Commissioner Reen moved to adopt Resolution No. 4014 and Commissioner Lillian seconded the motion.

Resolution No. 4014 was UNANIMOUSLY ADOPTED.

(Attachment A is filed in formal minute book)

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 28, 1993 adjourned at 6:12 p.m. to Executive Session. The next regular meeting has been scheduled for February 11, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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Agenda

February 8, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, February 11, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 11, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, February 11, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Approving Superseding Part I and New Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF-618 and authorizing execution.

    (b) Resolution - Authorizing the Executive Director to enter into a contract with Agbayani Construction Corporation for security improvements at project CAL 1-21, Clementina Towers, in the amount of $48,500.00.

(c) Resolution - Authorizing the Executive Director to accept a policy from Hartford Steam Boiler Insurance Companies for boiler and machinery insurance in an amount not to exceed $10,400.00.

(d) Resolution - Authorizing the Executive Director to provide funding for litigation contracts with the following outside counsel: McGee, Lafayette, Willis & Greene, Litler, Mendelson, Fastiff & Tichy, and Ellen Beilock in an amount not to exceed $100,000.00 for the 1992-93 Fiscal Year.

(e) Resolution - Urging the City and County of San Francisco to approve a waiver of the San Francisco Housing Authority's payment in lieu of taxes for the 1991-92 Fiscal year

(f) Resolution - Authorizing the Executive Director to travel to Washington, D.C. to attend the Council of Large Public Housing Authorities (CLPHA) Quarterly Meeting on February 24 through 26, 1993 and to attend the National Association of Housing and Redevelopment Officials (NAHRO) Legislative Conference also in Washington, D.C. on March 19, 1993.

(g) Resolution - Authorizing the Executive Director to enter into a grant agreement with the Department of Housing and Urban Development for implementation of a HOPE 1 Planning Grant for the Potrero Terrace/Annex developments in the amount of $222,800.00 and to enter into a subgrant agreement (MOA) with the Potrero Annex/Terrace Resident Management Corporation for $26,600.00 of those funds.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, February 11, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, February 11, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:07 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

ABSENT: William Drypolcher, Vice President

2. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the Agenda for February 11, 1993 and Commissioner Reen seconded the motion.

The Agenda of February 11, 1993, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Alma Lark, North Beach Development
Cheryl Chapman, North Beach Development
Karen Huggins, Potrero Terrace/Annex Development
Jerri Maxwell, Valencia Gardens Development
Tracey Green, Valencia Gardens Development
Santos Guerrero, Valencia Gardens Development
Fanny Flores Castellanos, Valencia Gardens Development
Christine Neal, Alice Griffith Development
Sarah Owens, Hunter's View Development
Eva Mae Williams, Robert B. Pitts Plaza Development
Orfilia Garcia, Valencia Gardens Development
Bessie Crockett
Genie Bowie
Emily Turner, North Beach Development

Tiki Hadley, Alemany Development
John Shanley, Senator Kopp's staff member
Ron Lemmon, 430 Turk Street Development
Vendell White
Margaret Verges, Health & Safety Ch. CSFN CACF
Al Smith
Louise Vaughn, resident of Geneva Towers, a HUD development

4. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of the January 28, 1993 meeting and Commissioner Chuck seconded the motion.

The minutes of the meeting held January 28, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Commissioner Boileau read the following letter from George Lee, President of the Ping Yuen Residents Improvement Association to Mayor Frank Jordan and copied to the SFHA Commission:

"Dear Mayor Jordan:

"The Ping Yuen Residents Improvement Association, representing the tenants of a major public housing project in Chinatown, would like to discuss with you on your decision to remove Mr. David Gilmore from the San Francisco Housing Authority. We want to state that the change of directorship would to bring about drastic changes in the Housing Authority system. (As a matter of fact, history proves well that if a system is healthy, it does not matter who the person is in power, the system would run democratically - otherwise, it would be besieged with power struggles. Replacing the head at any level of government does not necessarily mean changes for the better for the people.)

"What is critically missing at Housing Authority is a system which encourages active participation of all public housing tenants on all decision making regarding their housing and living conditions, and the funding to support tenant participation. For instance, Housing Authority financial reports should be disclosed and made readily available to residents; there should be programs to help alleviate the existing racial tensions and crime in our housing projects and to bring forth cultural appreciation within our community; all housing projects should be equally "desirable," safe, etc.

"We seriously doubt that the next director would be any better than Mr. Gilmore if we wee the have the same old system. On the other hand, although we, the Ping Yuen residents, demand improvement in the management of public housing projects, we would like to point out that Mr. Gilmore is a better than his predecessors. He has been able to secure federal funding for the needed improvement in our projects, and the improvements are being implemented. We urge you, Mayor Jordan, to assist the tenants in demanding for changes in the system itself, rather than removing Mr. Gilmore from the office.

"We hope you could assist us in making real changes in the San Francisco Housing Authority. Thank you for your attention.

Sincerely yours,

George Lee
President

cc: Housing Authority Commissioners"

At this time, President Boileau made the following statement:

"I have a few comments on the events of the last few weeks.

"Back on January 13, 1993 an article appeared in the San Francisco Examiner indicating that Mr. Gilmore was being considered for the top position at Philadelphia housing Authority -- an agency that apparently has so many problems that it was taken over by HUD and is being run by a special master.

"Our agency (whatever its legitimate problems) is utopia by comparison.

"Our Commission in Executive Session on January 14, 1993 discussed with Mr. Gilmore and by ourselves, what effect this might have on Mr. Gilmore's contract. No decisions or votes were made. I suggested that I would try to meet and consult with Mayor Jordan but because of the Presidential Inauguration was not able to arrange that meeting until Monday, February 1.

"In the meantime we had another Commission meeting on January 28, 1993. We knew that Mr. Gilmore was going to a finalist interview in Philadelphia that weekend. In Executive Session I asked each Commissioner to write down and sign what he/she would be willing to vote for as a counter-offer should we need such a counter-offer to Philadelphia. I clearly told the Commissioners I wanted this information so I could accurately convey the sense of the Commission to the Mayor and to Mr. Gilmore. The Commissioners individually responded and the short Executive Session was closed. No business of the Commission was done and no motions were made.

"Commissioner Drypolcher, Commissioner Shaw, and I met with the Mayor on Monday, February 1, 1993. I tried to ascertain if there is any major policy disagreement between the Mayor and the Commission -- asking specifically if the Mayor had a problem with each of our eight or nine top policy programs. The indication I received was that the Mayor didn't object to anything we are doing except our extension of Mr. Gilmore's contract last May. We talked about the Philadelphia situation and the Mayor clearly indicated he was not in favor of an offer of contract extension as a counter-offer to Philadelphia. I indicated that the votes were there to make such a counter-offer if necessary. We talked about his campaign pledge to fire Mr. Gilmore. We left on relatively cordial grounds.

"The need to make a counter-offer was never pressed on us and therefore a contract extension is not and was not our agenda.

"On February 2, 1993 a minor media feeding frenzy began. I am always amazed at how much the media seems to know about what goes on in our Executive Sessions before they call me. Of course they sometime get it wrong -- on the spelling of names, on direct quotes that I didn't and wouldn't say, and on what they dismiss as subtleties. E.G. context of counter-offer.

"The upshot of all of this unnecessary and counter-productive controversy is that:

1. Mr. Gilmore is not going to Philadelphia.

2. Mr. Gilmore has not been offered a contract extension.

3. To the best of my knowledge, no Commissioner is resigning.

4. Mr. Gilmore has not tendered his resignation to this Commission.

5. It is fair to say the Commission is pleased with Mr. Gilmore's work and accomplishments.

6. The Mayor is leaving town for Asia for three weeks.

"At this point I believe further press/media comment by Mr. Gilmore would be inappropriate. It is time to allow this controversy, no matter who started it, and no matter who is right or wrong, to simmer down. I would ask you, Mr. Gilmore and my fellow Commissioners to take a cue from the Mayor's office's NO COMMENT and respond similarly. I realize that there may be elements out and about who would like to see this controversy flare up, and who may make inaccurate and harmful statements in the press. You certainly can and should (as you see fit) correct inaccuracies and defend the Agency. However, I would like us to get back to our main business."

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, reported that February is a unique month which recognizes the celebration of Chinese New Year and Black History Month. He said the Authority sponsored a Chinese New Year celebration at Ping Yuen over the weekend and that the Authority will sponsor a film festival the week of February 15 and a pot luck on February 19 in celebration of Black History Month. Mr. Gilmore stated that the Authority is fortunate to be represented by many diverse ethnic groups and that the Authority plans to acknowledge this diversity with celebrations throughout the year.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine Chavis, Legal Counsel, stated that she submitted her report in writing. Ms. Chavis requested an Executive Session to discuss litigation with Dow Builders, Inc. vs. SFHA, Superior Court Case Nos. 935053 and 940422 and the Donahue vs. SFHA, Pellet Court Case No. A049317. Ms. Chavis stated that the Executive Session is authorized pursuant to Government Code 54956.9(a).

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association, reported that people should be supportive of each other and be aware that we all make mistakes and that she would hope that people would try to work together.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4015

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT No. SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (Jan. 1990), applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program.

Now therefore, be it resolved by the PHA, as follows:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Reen moved to adopt Resolution No. 4015 and Commissioner Williams seconded the motion.

Resolution No. 4015 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 4016

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH AGBAYANI CONSTRUCTION CORPORATION FOR SECURITY IMPROVEMENTS AT PROJECT CAL 1-21, CLEMENTINA TOWERS IN THE AMOUNT OF $48,500.00

WHEREAS, on December 1, 1992, the Authority advertised for bids for Security Improvements at Project CAL 1-21, Clementina Towers; and

WHEREAS, on December 22, 1992, three (3) bids were received as follows:

Bidder	Bid Amount
1. Agbayani Construction Corporation	$48,500.00
2. N & R Construction Inc.	$48,900.00
3. A & D Automatic Gate Company	$77,335.00

WHEREAS, the Authority has evaluated the bids and determined that Agbayani Construction Corporation is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-918 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Agbayani Construction Corporation in the amount of $48,500.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Williams moved to adopt Resolution No. 4016 and Commissioner Reen seconded the motion.

Resolution No. 4016 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 4017

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT A POLICY FROM HARTFORD STEAM BOILER INSURANCE COMPANIES FOR BOILER AND MACHINERY INSURANCE IN AN AMOUNT NOT TO EXCEED $10,400.00

WHEREAS, the Authority solicited quotes from insurance companies through insurance brokers for coverage of its boilers and related vessels pursuant to Request for Quotations (RFQ) number 006-93; and

WHEREAS, the Authority received no quotes during the initial solicitation period, one quote, from Pacific Redwood Insurance Agency, a women-owned business enterprise (WBE), in response to the extended solicitation period, and one quote from Marsh and McLennan Inc. for renewal purposes only; and

WHEREAS, the cost proposal submitted by Pacific Redwood Insurance Agency on behalf of Hartford Steam Boiler Insurance Companies was more competitive than the renewal quotation submitted by Marsh & McLennan on behalf of Kemper Insurance Companies, and no other brokers or insurers expressed interest in submitting quotes by the revised due date; and

WHEREAS, the insurance coverage is a necessary and required expense and, in accordance with procurement regulations under 24 CFR, part 85.36(d)(4), the Authority should accept the insurance policy offered by Hartford Steam Boiler Insurance Companies; and

WHEREAS, funding for the insurance services described herein has been approved as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized accept the insurance coverage offer submitted by Pacific Redwood Insurance Agency on behalf of Hartford Steam Boiler Insurance Companies in an amount not to exceed $10,400.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Williams moved to adopt Resolution No. 4017 and Commissioner Shaw seconded the motion.

Resolution No. 4017 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR LITIGATION CONTRACTS WITH THE FOLLOWING OUTSIDE COUNSEL: McGEE, LAFAYETTE, WILLIS & GREENE, LITTLER, MENDELSON, FASTIFF & TICHY, AND ELLEN BEILOCK IN AN AMOUNT NOT TO EXCEED $100,000 FOR THE 1992-93 FISCAL YEAR

WHEREAS, the Health and Safety code, Section 34279 authorizes the Housing Authority of the City and County of San Francisco ("SFHA") to employ its own counsel and legal staff; and

WHEREAS, there is currently several legal matters pending in the City and County of San Francisco involving the SFHA; and

WHEREAS, the SFHA requires additional legal assistance to adequately defend its interest in these cases; and

WHEREAS, the SFHA has selected the following firms to defend its various interest: McGee, Lafayette, Willis and Greene - personal injury, breach of contract, constitutional violations and other matters; Littler, Mendelson, Fastiff & Tichy - labor disputes and threatened litigation; and Ellen Beilock - computer systems contracts and threatened litigation; and

WHEREAS, said firms have been determined to be qualified to represent SFHA in said litigation; and

WHEREAS, the various matters that have been assigned to each firm were not concluded during the previous year; and

WHEREAS, the contracts need to be funded for this fiscal year to allow the firms to conclude the various matters; and

WHEREAS, litigation services have been budgeted for the 1992-93 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The Executive Director is authorized to provide funding for the litigation contracts for the following law firms: McGee, Lafayette, Willis & Green; Littler, Mendelson, Fastiff & Tichy and Ellen Beilock in an amount not to exceed $100,000.00.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Boileau motioned to separate this resolution into four separate motions because he was unable approve the resolution in its entirety. Commissioner Boileau split the resolution into the four following parts:

a. Authorization to provide funding litigation for contracts with McGee, Lafayette, Willis & Greene.

b. Authorization to provide funding litigation for contracts with Ellen Beilock.

c. Authorization to provide funding litigation for contracts with Littler, Mendelson, Fastiff & Tichy.

d. Authorization for up to an amount not to exceed $100,000 for Fiscal Year 1992-93 for outside council.

Commissioner Reen moved to separate Resolution D into four separate resolutions and Commissioner Shaw seconded the motion.

David Gilmore requested a two-minute recess to confer with staff members.

(d-1) RESOLUTION 4018

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR LITIGATION CONTRACT WITH THE FOLLOWING OUTSIDE COUNSEL: MCGEE, LAFAYETTE, WILLIS & GREENE FOR THE 1992-93 FISCAL YEAR

WHEREAS, the Health and Safety code, Section 34279 authorizes the Housing Authority of the City and County of San Francisco ("SFHA") to employ its own counsel and legal staff; and

WHEREAS, there is currently several legal matters pending in the City and County of San Francisco involving the SFHA; and

WHEREAS, the SFHA requires additional legal assistance to adequately defend its interest in these cases; and

WHEREAS, the SFHA has selected the following firm to defend its various interests: McGee, Lafayette, Willis and Greene - personal injury, breach of contract, constitutional violations and other matters; and

WHEREAS, said firm has been determined to be qualified to represent SFHA in said litigation; and

WHEREAS, the various matters that have been assigned to this firm were not concluded during the previous fiscal year; and

WHEREAS, the contract needs to be funded for this fiscal year to allow the firm to conclude the various matters; and

WHEREAS, litigation services have been budgeted for the 1992-93 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the litigation contracts for the following law firm: McGee, Lafayette, Willis & Greene; and

2. This resolution is to become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Williams moved to adopt Resolution No. 4018 and Commissioner Shaw seconded the motion.

Resolution No. 4018 was UNANIMOUSLY ADOPTED.

(d-2) RESOLUTION 4019

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR LITIGATION CONTRACT WITH THE FOLLOWING OUTSIDE COUNSEL: ELLEN BEILOCK FOR THE 1992-93 FISCAL YEAR

WHEREAS, the Health and Safety code, Section 34279 authorizes the Housing Authority of the City and County of San Francisco ("SFHA") to employ its own counsel and legal staff; and

WHEREAS, there is currently several legal matters pending in the City and County of San Francisco involving the SFHA; and

WHEREAS, the SFHA requires additional legal assistance to adequately defend its interest in these cases; and

WHEREAS, the SFHA has selected the following firm to defend its various interests: Ellen Beilock - computer systems contracts and threatened litigation; and

WHEREAS, said firm has been determined to be qualified to represent SFHA in said litigation; and

WHEREAS, the various matters that have been assigned to this firm were not concluded during the previous fiscal year; and

WHEREAS, the contract needs to be funded for this fiscal year to allow the firm to conclude the various matters; and

WHEREAS, litigation services have been budgeted for the 1992-93 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the litigation contracts for the following law firm: Ellen Beilock; and

2. This resolution is to become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Williams moved to adopt Resolution No. 4019 and Commissioner Shaw seconded the motion.

Resolution No. 4019 was UNANIMOUSLY ADOPTED.

(d-3) RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR LITIGATION CONTRACT WITH THE FOLLOWING OUTSIDE COUNSEL: LITTLER, MENDELSON, FASTIFF & TICHY FOR THE 1992-93 FISCAL YEAR

WHEREAS, the Health and Safety code, Section 34279 authorizes the Housing Authority of the City and County of San Francisco ("SFHA") to employ its own counsel and legal staff; and

WHEREAS, there is currently several legal matters pending in the City and County of San Francisco involving the SFHA; and

WHEREAS, the SFHA requires additional legal assistance to adequately defend its interest in these cases; and

WHEREAS, the SFHA has selected the following firm to defend its various interests: Littler, Mendelson, Fastiff & Tichy - labor disputes and threatened litigation; and

WHEREAS, said firm has been determined to be qualified to represent SFHA in said litigation; and

WHEREAS, the various matters that have been assigned to this firm were not concluded during the previous fiscal year; and

WHEREAS, the contract needs to be funded for this fiscal year to allow the firm to conclude the various matters; and

WHEREAS, litigation services have been budgeted for the 1992-93 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the litigation contracts for the following law firm: Littler, Mendelson, Fastiff & Tichy; and

2. This resolution is to become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Boileau moved to table this resolution to another meeting. Commissioner Shaw seconded the motion.

The motion to table this item to another meeting was UNANIMOUS.

Commissioner Boileau requested staff provide a list of attorneys who specialize in labor disputes and threatened litigation. Commissioner Boileau stated he would also provide a list of attorneys.

(d-4) RESOLUTION 4020

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR LITIGATION CONTRACTS IN AN AMOUNT NOT TO EXCEED $100,000.00 FOR THE 1992-93 FISCAL YEAR

WHEREAS, the Health and Safety code, Section 34279 authorizes the Housing Authority of the City and County of San Francisco ("SFHA") to employ its own counsel and legal staff; and

WHEREAS, there is currently several legal matters pending in the City and County of San Francisco involving the SFHA; and

WHEREAS, the SFHA requires additional legal assistance to adequately defend its interest in these cases; and

WHEREAS, the SFHA has selected the various firms to defend its various interests: breach of contract, constitutional violations, labor disputes, computer systems contracts and threatened litigation; and

WHEREAS, the various firms have been determined to be qualified to represent SFHA in said litigation; and

WHEREAS, the various matters that have been assigned to each firm were not concluded during the previous fiscal year; and

WHEREAS, the contracts need to be funded for this fiscal year to allow the firms to conclude the various matters; and

WHEREAS, litigation services have been budgeted for the 1992-93 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for various litigation contracts for the 1992-93 fiscal year in an amount not to exceed $100,000.00.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Williams moved to adopt Resolution No. 4020 and Commissioner Shaw seconded the motion.

Resolution No. 4020 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 4021

RESOLUTION URGING THE CITY AND COUNTY OF SAN FRANCISCO TO APPROVE A WAIVER OF THE SAN FRANCISCO HOUSING AUTHORITY'S PAYMENT IN LIEU OF TAXES FOR THE 1991-92 FISCAL YEAR

WHEREAS, the Cooperation Agreement between the San Francisco Housing Authority and the City and County of San Francisco requires the Authority to make an annual Payment in Lieu of Taxes to the City and County of San Francisco after the end of the Fiscal Year; and

WHEREAS, the Cooperation Agreement also requires the City and County of San Francisco to provide to the residents of public housing services and facilities of the same character and to the same extent as are furnished to other residents of San Francisco; and

WHEREAS, the Cooperation Agreement also specifies that if the Authority incurs any expense to obtain services which the City and County of San Francisco is obligated to provide, the Authority may deduct these expenses from the amount of Payments in Lieu of Taxes due to the City and County; and

WHEREAS, the Authority has incurred significant and increasing expenses to provide to the residents of public housing various public services which are comparable to those provided by the City and County of San Francisco to its residents; and

WHEREAS, in recent years, the City and County of San Francisco has granted to the Authority a waiver of Payments in Lieu of Taxes, thereby allowing the Authority to use these funds to improve services to the residents of public housing; and

WHEREAS, the Authority has calculated the Payment in Lieu of Taxes for the 1991-92 fiscal year as provided by the Cooperation Agreement, and the amount is $616,350; and

WHEREAS, payment of this amount to the City and County of San Francisco would severely limit the Authority's ability to fund critical services to the residents of public housing, including the improved maintenance and security services which are included in the Authority's operating budget for the current year; and

WHEREAS, the Executive Director has submitted a request to the Mayor for a waiver of the Payment in Lieu of Taxes for the 1991-92 Fiscal Year; and

WHEREAS, a waiver of the Payment in Lieu of Taxes requires adoption of a resolution by the Board of Supervisors and approval by the Mayor;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission urges the Mayor and the Board of Supervisors of the City and County of San Francisco to approve a waiver of the San Francisco Housing Authority's Payment in Lieu of Taxes for the 1991-92 fiscal year.

2. The Executive Director is hereby directed to transmit a copy of this resolution to the Mayor and the Members of the Board of Supervisors.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Williams moved to adopt Resolution No. 4021 and Commissioner Shaw seconded the motion.

Resolution No. 4021 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 4022

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO TRAVEL TO WASHINGTON, D.C. TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING ON FEBRUARY 24 THROUGH 26, 1993 AND TO ATTEND THE NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS (NAHRO) LEGISLATIVE CONFERENCE ALSO IN WASHINGTON, D.C. ON MARCH 19, 1993

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA is holding its Quarterly Meeting in Washington, D.C. on February 24 through 26, 1993; and

WHEREAS, the San Francisco Housing Authority is a member of the National Association of Housing and Redevelopment Officials (NAHRO); and

WHEREAS, NAHRO is holding a Legislative Conference in Washington, D.C. on March 19, 1993; and

WHEREAS, David Gilmore has been invited to serve as an expert speaker at the seminar on Public Housing Management; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned NAHRO and CLPHA conferences is important and essential to the Authority's conduct;

WHEREAS, these conferences will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned CLPHA Quarterly Meeting on February 24 through 26, 1993 and NAHRO Conference on March 19, 1993.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Reen moved to adopt Resolution No. 4022 and Commissioner Chuck seconded the motion.

Resolution No. 4022 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 4023

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A GRANT AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR IMPLEMENTATION OF A HOPE 1 PLANNING GRANT FOR THE POTRERO TERRACE/ANNEX DEVELOPMENTS IN THE AMOUNT OF $222,800.00 AND TO ENTER INTO A SUBGRANT AGREEMENT (MOA) WITH THE POTRERO ANNEX/TERRACE RESIDENT MANAGEMENT CORPORATION FOR $26,600 OF THOSE FUNDS

WHEREAS, on April 23, 1992, the Commission adopted Resolution No. 3789 in support of a HOPE 1 Planning Grant Application to explore the potential of homeownership for the Potrero Terrace/Annex Developments with the Authority as lead applicant and the Potrero Annex/Terrace Resident Management Corporation (RMC) as co-applicant; and

WHEREAS, on December 16, 1992, the Department of Housing and Urban Development (HUD) forwarded a Grant Agreement package to the Authority for $222,800 with specific approved funding levels by activity as follows:

Activities	Funded Amounts
1. Develop RMC	$ 28,000
2. Training and Technical Assistance	$ 7,000
3. Feasibility Study	$ 12,000
4. Economic Development Planning	$ 32,000
5. Preliminary Architectural and Engineering	$103,800
6. Security Planning	$ 40,000

WHEREAS, HUD has requested that the Authority execute and return to HUD this Grant Agreement and a copy of the subgrant agreement executed between the Authority and the co-applicant by February 16, 1993; and

WHEREAS, the Authority and the RMC will work together and jointly implement the HOPE 1 Planning Grant with the RMC specifically responsible for activities under Develop RMC through a subgrant agreement in the amount of $26,600 or $28,000 less the Authority administrative costs ; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to enter into a grant agreement with HUD in the amount of $222,800.00 and to enter into a subgrant agreement (MOA) with the Potrero Annex/Terrace Resident Management Corporation for $26,600.00 of those funds.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/11/93
Date

Commissioner Shaw moved to adopt Resolution No. 4023 and Commissioner Reen seconded the motion.

Resolution No. 4023 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of February 11, 1993 adjourned at 6:42 p.m. to Executive Session. The next regular meeting has been scheduled for February 25, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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NOTICE OF PUBLIC HEARING

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he San Francisco Housing Authority will hold a public hearing on the intended use of Comprehensive Grant rogram funding over the next five years. This Program provides funding for physical and management nprovements at the Authority.

Date: **February 19, 1993**
Time: **2:00 P.M.**
Place: **505 Van Ness Avenue, Auditorium**

formation on this Program can be reviewed at all Authority property offices and at the Authority's central ffice at 440 Turk Street.

公聽會通告

三藩市民居局公舉行一個公聽會未討論怎樣动用五年全面基金計劃的撥款。此计劃公包括民居局建築的实际及管理的改進。

日期: 九三年二月十九日
時间: 下午兩点鐘
地点 加省州政府大廈 (505 VAN NESS AVE.)

基金计劃的资料備在民居局大廈的办公室或在紐、办公室(440 TURK ST.)

NOTIFICACION SOBRE UNA AUDIENCIA PUBLICA

La agencia de viviendas públicas de San Francisco, Housing Authority, efectuará una audiencia pública sobre la forma de utilizar durante los próximos cinco años los fondos del Programa Comprehensive Grant.

Fecha: **19 de Febrero de 1993**
Hora: **2:00 P. M.**
Lugar: **Auditorio, 505 Van Ness Avenue**

En todas las oficinas de las viviendas públicas y en la oficina central de Housing Authority, ubicada en 440 Turk Street, se puede ver la información sobre este programa.

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2/25/93

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 25, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, February 25, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Approving Amended Part I of Section 8 Housing Voucher Program Annual Contributions Contract No. SF-618 and authorization execution.

    (b) Resolution - Authorizing the Executive Director to execute a blanket purchase order to RMC Lonestar for mixed concrete in an amount not to exceed $50,000.00 during Fiscal Year 1992-93.

(c) Resolution - Authorizing the Executive Director to enter into a Grant Agreement with the Department of Housing and Urban Development for implementation of a Hope Planning Grant for the Alemany Development in the amount of $171,000.00 and to enter into a subgrant agreement (MOA) with Alemany Resident Management Corporation (ARMC) for joint implementation of the program.

(d) Resolution - Authorizing the Executive Director to enter a contract with Berkeley Builders, Inc. for repair of earthquake damage and partial seismic retrofit work at project CAL 1-21, Clementina Towers in the amount of $197,294.00.

(e) Resolution - Approving Development Project Grant and authorizing the execution of an amendment to the Consolidated Annual Contributions Contract No. SF-255.

(f) Resolution - Authorizing the Executive Director to enter into contractual lease agreements with the Sunnydale Residents' Association and the Department of Public Health for the provision of resident office space and family support services for the community in the Sunnydale public housing development. The Housing Authority wishes to extend the in-kind contribution of physical space for $1.00 per year.

(g) Resolution - Approving the Memorandum of Understanding between the San Francisco Housing Authority and Macke Laundry Service to renew the contract at Plaza East.

(h) Resolution - Approving the 1993 Comprehensive Grant Program Comprehensive Plan and Annual Statement and Certifying that the Authority will comply with all applicable Comprehensive Grant Program requirements.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, February 25, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, February 25, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:03 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: Karen Moone, Deputy Executive Director
Debrenia Madison, Assistant Legal Counsel

ABSENT: Robert J. Boileau, President
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Chuck moved to remove Item D (listed below) from the Agenda and Commissioner Shaw seconded the motion.

> Authorizing the Executive Director to enter a contract with Berkeley Builders, Inc. for repair of earthquake damage and partial seismic retrofit work at CAL 1-21, Clementina Towers in the amount of $197,294.00

Commissioner Shaw moved to approve the Agenda, as amended, for February 25, 1993 and Commissioner Lillian seconded the motion.

The Agenda of February 25, 1993, as amended, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Karen Huggins, Potrero Terrace/Annex Development
David Jaramillo, 25 Sanchez Street Development
Bessie Crocket, Valencia Gardens Development
Nosisi Mbuli, Potrero Terrace/Annex Development
Nicole Price
Dr. Francis Clauss
Barbara Meskunas
Demetria Bell
Al Smith

4. APPROVAL OF MINUTES:

Commissioner Reen moved to approve the minutes of the February 11, 1993 meeting and Commissioner Lillian seconded the motion.

The minutes of the meeting held February 11, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Karen Moone, Deputy Executive Director for Management Operations, reported that a press release was sent out stating that David Gilmore, Executive Director, has been elected to the Board of Directors of the Council of Large Public Housing Authorities (CLPHA). CLPHA is a national non-profit housing organization based in Washington, D.C.; its purpose is to improve public housing programs. Mr. Gilmore's term runs through January 1996.

7. COMMITTEE REPORT:

Commissioner Chuck reported that the Site and Design Committee met today to discuss Item H on the Agenda and he would report the Committee's recommendation on this item at the appropriate time.

8. REPORT OF COUNSEL:

Debrenia Madison, Assistant Legal Counsel, read the following report:

> "The Housing Authority of the City and County of San Francisco met in Executive Session following adjournment of the Regular Session of the Commission, held at 440 Turk Street, San Francisco, on Thursday, February 11, 1993. Therein, the Commission discussed litigation involving *Dow Builders, Inc. vs. SFHA*, Superior Court Case No. 935053 and Case No. 940422 (consolidated). Therein, the Commission approved SFHA payment to settle Cal-Bay Subcontractor pass through claims against Dow Builders in the amount of $49,647.00.
>
> "*Lempres & Wulfsberg* - Legal fees were approved to be increased in the amount of $158,000.00 to handle Dow litigation and related cases.

"*Donahue vs. SFHA* - Superior Court Case No. 866133. This case was discussed but no Commission action was taken.

"Further, in Executive Session, held on Thursday, December 10, 1992, the Commission met following the adjournment of the Regular Session of the Commission to discuss litigation involving *Dow Builders Inc. vs. SFHA*, Superior Court Case No. 935053 and Case No. 940422 (consolidated), therein, the Commission authorized the Executive Director to settle the case by paying Dow the sum of $665,709.00, subject to HUD approval, and the Commission also authorized and approved payment of all change orders and other amounts which were not disputed by the Authority. These amounts were to be paid in full and complete satisfaction of all Dow's claims against the Authority relating to the project, the consolidated action, and/or the construction contract. This amount, however, did not bar Dow from indemnity actions if its subcontractors obtained a judgement against Dow for work performed under the contract. The Commission authorized the Authority to participate in negotiations and mediation, if necessary, with Dow's subcontractors in an attempt to settle claims that would subject the Authority to future litigation of subcontractor claims.

"Finally, in that same meeting, the Commission discussed potential litigation of *SFHA vs. ED2*. There was a discussion of claims but no action was taken."

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association (PHTA), reported that the PHTA held a goal setting seminar. Out of the workshop many committees were formed and they are now starting to meet. The Program Planning Committee met and held a Black History Program and luncheon at 1111 Buchanan Street on February 23, 1993. The program featured readings by a SFHA youth, residents, and employee musical selections and a film "Say Amen Somebody," a documentary on the life of Mr. Thomas Dorsey.

On the 10th of March at 10:00 a.m. all of the committees will meet at 1111 Buchanan Street, San Francisco, California. It will be followed by the tenant's quarterly meeting with Mr. Gilmore, during which time the residents can speak with him directly.

The election for the PHTA Officers will be held sometime in April, the date to be announced later.

The Grievance Committee has begun to meet. Whenever there is a problem which residents are unable to work out themselves, they may bring it to PHTA and file the appropriate documents for PHTA review. Grievance forms will be made available at the PHTA office.

Ms. Marshall said they are looking forward to the early Spring retreat and would like the Commissioners to participate.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4024

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT No. SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (Jan. 1990), applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program.

NOW, THEREFORE, BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Chuck moved to adopt Resolution No. 4024 and Commissioner Reen seconded the motion.

Resolution No. 4024 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 4025

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A BLANKET PURCHASE ORDER TO RMC LONESTAR FOR MIXED CONCRETE IN AN AMOUNT NOT TO EXCEED $50,000.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited quotes for ready-mix concrete in order to perform sidewalk repairs and construction, wheelchair access ramp construction, and foundation work, and obtained the following prices per cubic yard:

Bode Gravel Co.	$70.00
Kaiser Sand	$60.00
RMC Lonestar	$60.00; and

WHEREAS, the Authority also solicited for ready-mix concrete, in full and open competition, pursuant to RFQ No. 009-93, received only one quote from Bode Gravel at a price of $70.00 per cubic yard, and rejected said quote based on inadequate competition; and

WHEREAS, the Authority selected RMC Lonestar to provide this material in accordance with procurement regulations under 24 CFR, Part 85.36, based on the aforementioned price quotes and the quality of past service; and

WHEREAS, funding for the material described above has been approved as part of the Authority's operating budget and Comprehensive Improvement Assistance Program (CIAP) grant for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a blanket purchase order with RMC Lonestar in an amount not to exceed $50,000.00 during Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4025 and Commissioner Lillian seconded the motion.

Resolution No. 4025 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 4026

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A GRANT AGREEMENT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR IMPLEMENTATION OF A HOPE 1 PLANNING GRANT FOR THE ALEMANY DEVELOPMENT IN THE AMOUNT OF $171,000.00 AND TO ENTER INTO A SUBGRANT AGREEMENT (MOA) WITH THE ALEMANY RESIDENT MANAGEMENT CORPORATION FOR JOINT IMPLEMENTATION OF THE PROGRAM

WHEREAS, on April 23, 1992, the Commission adopted Resolution No. 3790 in support of a HOPE 1 Planning Grant Application to explore the potential of homeownership for the Alemany Development with the Authority as lead applicant and the Alemany Resident Management Corporation (ARMC) as co-applicant; and

WHEREAS, on December 16, 1992, the Department of Housing and Urban Development (HUD) forwarded a Grant Agreement package to the Authority for $171,000 with specific approved funding levels by activity as follows:

Activities	Funded Amounts
1. Develop RMC	$ 40,000
2. Training and Technical Assistance	$ 6,000
3. Feasibility Study	$ 12,000
4. Economic Development Planning	$100,000
5. Preliminary Architectural and Engineering	$ 6,000
6. Counseling and Training	$ 7,000

WHEREAS, HUD has requested that the Authority execute and return to HUD this Grant Agreement by March 1, 1993; and

WHEREAS, the Authority and the ARMC will work together and jointly implement the HOPE 1 Planning Grant; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to enter into a grant agreement with HUD in the amount of $171,000.00 and to enter into a subgrant agreement (MOA) with the Alemany Resident Management Corporation for joint implementation of the program.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Shaw moved to adopt Resolution No. 4026 and Commissioner Lillian seconded the motion.

Resolution No. 4026 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 4027

RESOLUTION APPROVING DEVELOPMENT PROJECT GRANT AND AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255

Whereas, the San Francisco Housing Authority (herein called the "Local Authority") entered into a Consolidated Annual Contributions Contract on August 27, 1964 (as amended), with the United States of America (herein called the "Government"); and

Whereas, the Local Authority anticipates that the Government will approve an amendment to the Consolidated Annual Contributions Contract for the purpose of increasing the Government's contribution to the Total Development Cost for the Development Project Grant for the construction of Robert B. Pitts Plaza (Project No. CA39-P001-043); and

Whereas, the anticipated amendment will provide a grant of additional funds which are required to settle claims by the contractor, Dow Builders, and to pay other costs associated with the development project; and

Whereas, in executive session on December 10, 1992, the Commission approved a settlement of $665,709, plus payment of change order amounts not disputed by the Local Authority; and

Whereas, the terms of the settlement agreement with Dow Builders require payment by March 10, 1993, in order to avoid increased costs for interest payments;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The President or Vice President of the Commission is hereby authorized and directed to execute seven counterparts of an amendment to the Annual Contributions Contract on behalf of the Local Authority, for the purpose described in this resolution, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4027 and Commissioner Shaw seconded the motion.

Resolution No. 4027 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 4028

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTUAL LEASE AGREEMENTS WITH THE SUNNYDALE RESIDENTS' ASSOCIATION AND THE DEPARTMENT OF PUBLIC HEALTH FOR THE PROVISION OF RESIDENT OFFICE SPACE AND FAMILY SUPPORT SERVICES FOR THE COMMUNITY IN THE SUNNYDALE PUBLIC HOUSING DEVELOPMENT. THE HOUSING AUTHORITY WISHES TO EXTEND THE IN-KIND CONTRIBUTION OF PHYSICAL SPACE FOR $1.00 PER YEAR

WHEREAS, the San Francisco Housing Authority is committed to assisting resident organizations with the provision of office space for efforts to provide services for residents, execute organizing activities, and administer grant programs, which contribute to their efforts to empower the community; and

WHEREAS, the Housing Authority is committed to developing a comprehensive model of family support services at target sites under the Drug Elimination Program; and

WHEREAS, the in-kind contribution of space is a crucial element of the partnership with residents and service providers to assist them in providing services in public housing when they are operating under limited budgets; and

WHEREAS, the Department of Public Health has received funds for children's services as a result of Proposition J and wishes to provide preventive health care screening exams and counseling, and to develop support groups to address the whole community's health issues; and

WHEREAS, the availability of community space is limited, therefore the Residents' Association and the Department of Public Health have agreed to regard the facilities as a Community Center and to share the space in order to maximize the benefits for all residents of the community; and

WHEREAS, the Housing Authority wishes to enter into contractual lease agreements with the Sunnydale Residents' Association and the Department of Public Health, for the rental of space at the Sunnydale Development, for the in-kind contribution of $1.00 per year;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission formally authorizes the Executive Director to enter into contractual agreements with the Sunnydale Residents' Association and the Department of Public Health, for the rental of space in the Sunnydale Development for the amount of $1.00 per year, as a means of in-kind contribution.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4028 and Commissioner Lillian seconded the motion.

Resolution No. 4028 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 4029

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND MACKE LAUNDRY SERVICE TO RENEW THE CONTRACT AT PLAZA EAST

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the residents at Plaza East are the duly elected representatives of the development; and

WHEREAS, the residents of Plaza East and the San Francisco Housing Authority have written a Memorandum of Understanding that allows the residents to run the laundry facility in their development; and

WHEREAS, based on the current performance of Macke Laundry Service, the residents at Plaza East and the Housing Authority recommend that a contract be negotiated with Macke Laundry Service for the lease of the laundry equipment at the Plaza East Development;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and award a contract to Macke Laundry Service for the Lease of the laundry equipment at the Plaza East Development for a term not to exceed three years beginning April 1, 1993.

2. This resolution will become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Shaw moved to adopt Resolution No. 4029 and Commissioner Reen seconded the motion.

Resolution No. 4029 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION 4030

RESOLUTION APPROVING THE 1993 COMPREHENSIVE GRANT PROGRAM COMPREHENSIVE PLAN AND ANNUAL STATEMENT AND CERTIFYING THAT THE AUTHORITY WILL COMPLY WITH ALL APPLICABLE COMPREHENSIVE GRANT PROGRAM REQUIREMENTS

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an Application for Fiscal Year 1993 Comprehensive Grant Program funding in the projected amount of $18,744,221; and

WHEREAS, the Authority is in need of such funding to address critical management and physical problems; and

WHEREAS, as a requirement of this program, the San Francisco Housing Authority Commission must approve the Comprehensive Plan Amendments and Annual Statement and must certify that the Authority will comply with the following program requirements:

1. The Authority will comply with all policies, procedures, and requirements prescribed by HUD for modernization, including implementation of the modernization in a timely, efficient, and economical manner;

2. The Authority has established controls to ensure that any activity funded by the CGP is not also funded by any other HUD program, thereby preventing duplicate funding of any activity;

3. The Authority will not provide to any development more assistance under the CGP than is necessary to provide affordable housing, after taking into account other government assistance provided;

4. The proposed physical work will meet the modernization and energy conservation standards under 24 CFR968.115 or 24 CFR905.603;

5. The proposed activities, obligations and expenditures in the Annual Statement are consistent with the proposed or approved Comprehensive Plan of the Authority;

6. The Authority will comply with applicable civil rights requirements under 24 CFR968.110(a) or 24 CFR905.115, and, where applicable, will carry out the Comprehensive Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Section 504 of the Rehabilitation Act of 1973;

7. The Authority has adopted the goal of awarding a specified percentage of the dollar value of the total of the modernization contracts, to be awarded during subsequent FFYs, to minority business enterprises and will take appropriate affirmative action to assist resident-controlled and women's business enterprises under 24 CFR968.110(b);

8. The Authority has provided HUD with any documentation that the Department needs to carry out its review under the National Environmental Policy Act (NEPA) and other related authorities in accordance with 24 CFR968.110(c), (d) and (m) or 24 CFR905.120(a), (b), and (j), and will not obligate, in any manner, the expenditure of CGP funds, or otherwise undertake the activities identified in its Comprehensive Plan/Annual Statement, until the Authority receives written notification from HUD indicating that the Department has complied with its responsibilities under NEPA and other related authorities;

9. The Authority will comply with the wage rate requirements under 24 CFR968.110(e) and (f) or 24 CFR905 120(c) and (d);

10. The Authority will comply with the relocation assistance and real property acquisition requirements under 24 CFR968.110(g) or 24 CFR905.120(e);

11. The Authority will comply with the requirements for physical accessibility under 24 CFR968.110(h) or 24 CFR905.120(f);

12. The Authority will comply with the requirements for access to records and audits under 24 CFR968.110(i) or 24 CFR905.120(g);

13. The Authority will comply with the uniform administrative requirements under 24 CFR968.110(j) or 24 CFR905.120(h);

14. The Authority will comply with lead-based paint testing and abatement requirements under 24 CFR968.110(k) or 24 CFR905.120(j);

15. The Authority has complied with the requirements governing local government and resident participation in accordance with 24 CFR968.320(b) and (c), 968.330(d) and 968.340 or 24 CFR905.672(b) and (c), 905.678(d) and 905.684, and has given full consideration to the priorities and concerns of local government and residents, including any comments which were ultimately not adopted in preparing the Comprehensive Plan/Annual Statement and any amendments thereto;

16. The Authority will comply with the special requirements of 24CFR968.3109(d) or 24 CFR905.666(d) with respect to a homeownership development;

17. The Authority will comply with the special requirements of 24CFR968.235 with respect to a Section 23 leased housing bond financial development; and

18. The PHA will meet the needs identified in its transition plan for Section 504 by December 31, 1993.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority Commission approves the 1993 Comprehensive Grant Program Comprehensive Plan Amendments and Annual Statement.

2. The President of the Commission is authorized to execute the Department of Housing and Urban Development form HUD-52836, stating the Commission's approval of the Comprehensive Plan and Annual Statement and that the Authority will comply with the requirements of the Comprehensive Grant Program.

3. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

02/25/93
Date

Commissioner Chuck reported that the Site and Design Committee recommended the approval of Resolution H.

Commissioner Chuck moved to adopt Resolution No. 4030 and Commissioner Lillian seconded the motion.

Resolution No. 4030 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of February 25, 1993 adjourned at 5:17 p.m. The next regular meeting has been scheduled for March 11, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MARCH 11, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, March 11, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) Resolution - Authorizing the Executive Director to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $90,000 for the 1992-93 Fiscal Year.

(b) Resolution - Authorizing the Executive Director to enter into a contract for an automated management information system and ancillary agreements in an amount not to exceed $1,140,000.00.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, March 11, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, March 11, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:07 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

Commissioner Boileau requested suspension of the rules to allow the San Francisco Police Department to give a report to the Commission before the Visitors portion of the Agenda.

Commissioner Lillian moved to amend the Agenda to suspend the rules, and Commissioner Reen seconded the motion.

The motion to amend the Agenda was UNANIMOUS.

2. APPROVAL OF AGENDA:

Commissioner Williams moved to approve the Agenda, as amended, for March 11, 1993 and Commissioner Lillian seconded the motion.

The Agenda of March 11, 1993, as amended, was UNANIMOUSLY APPROVED.

At this time, Commander Jim Arnold, of the San Francisco Police Department, addressed the Commission.

Commander Arnold gave a brief overview of the work force which is deployed on our properties. He noted crime statistics, and he introduced police Officers who work in the various developments.

Commander Arnold stated that the San Francisco Police Department has three sergeants and 24 officers assigned to the Housing Authority. They are divided into three squads and they cover the areas as shown:

Squad One	Squad Two	Squad Three
Sunnydale	Potrero	Northern District
Bernal		Hayes Valley
Mission		Westside
Ingleside		

Commander Arnold reported that during the last quarter (October, November, and December) crime has decreased in San Francisco, and significant declines have taken place in various public housing developments:

DEVELOPMENT	PERCENTAGE OF DECREASE
Hayes Valley No.:	21%
Hayes Valley So.:	32%
Hunters Point:	57%
Hunters View:	29%
Potrero Terrace:	25%
Sunnydale:	23%

However, Commander Arnold also reported that some public housing sites have shown an increase in crime:

DEVELOPMENT	PERCENTAGE OF INCREASE
Alemany:	75%
Westside Courts:	72%
Randolf & Head:	from 9 reports to 15

In an effort to control the crime in the areas that show an increase, Commander Arnold said he has assigned additional officers to those areas with hopes that there will be a decline in criminal activities.

Commander Arnold also stated that the record shows that the number of *shots fired* increased during the month of October at the Bernal Dwellings, Sunnydale, and Westside Courts Developments. There were 96 *shots fired* in October, and a decrease occurred in the months of November (64 *shots fired*) and December (66 *shots fired*). In an effort to decrease this crime during the early morning hours, when the majority of the *shots fired* incidents are reported, Commander Arnold stated that he adjusted some of the officers' hours.

In the Sunnydale Development, there is a substation located by the recreation center where officers fill out reports, answer telephone calls, and walk the beat. Some officers are currently walking a beat during the sunlight hours and they return to the patrol cars in the evening hours, in order to be more mobile. One officer in the Hunter's View Development patrols by bike, and Commander Arnold said he has had numerous requests from officers who would also like to patrol by bicycle. He also stated that there would be more substations available in the future. Commander Arnold introduced Sgt. Borgas, who works primarily in the Valencia Gardens Development.

Sgt. Borgas stated that the police are making efforts to be highly visible to combat crime in Valencia Gardens, and that Officer McCullar is largely responsible for that effort. Officer McCullar has been walking the beat and also making an effort to patrol the surrounding streets and alleys in an attempt to address drug-related crime.

Sgt. Jim Leach, who is an 18 year veteran on the force, is assigned to the Sunnydale area. Sgt. Leach stated that he created a survey form for the residents, distributed about 100 of these forms and 25 were returned. Sgt. Leach stated that the survey was created in an effort to find out what type of crime the residents were experiencing and what services the residents would like to have provided.

Commander Arnold stated they prioritize calls in the following categories:

Type A: Most urgent, life threatening, and burglaries in progress.
Type B: Next most urgent, a fight out in the street, and burglary alarms.
Type C: Minor offenses, barking dogs, noise and traffic complaints.

Type A and Type B calls generally will have a quicker response time, somewhere between three and five minutes. Whereas, some Type B and most Type C calls may have a response time of up to 15 minutes or more.

Sgt. Mike Slade supervises the officers who work in the Potrero District in the Housing Authority task force (staffed with 1 Sgt. and 8 officers). They are trying to help get the young adults off of the streets and into training programs, or to encourage them to seek employment.

Sgt. Kit Crenshaw, who supervises the squad in the Northern areas, said he has been with the Housing Authority program for over 16 months and prior to that, he had worked with narcotics for nine years. He states that crime has decreased significantly in this area and credits the officers who are assigned to these areas. Sgt. Crenshaw also stated that midnight basketball has helped to get the young adults off of the street late at night who would otherwise be involved in drug activity.

The Commission opened discussion to the public to allow people to ask the police questions. The officers gave their telephone numbers to the audience so anyone could call and speak with them and also offered telephone numbers where the public could leave messages.

Commissioner Boileau requested a short recess at 5:30 P.M. and called the meeting back to order at 5:47 P.M.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Vera Kennedy, Alice Griffith Development
Richard Hansen, North Beach Development
Robert Williams, Valencia Gardens Development
Bessie Crocket, Valencia Gardens Development
O'Neal Green, Valencia Gardens Development
Renea Bruce, Sunnydale Development
Lakeya Evans, Sunnydale Development
Shirley Dorton, Sunnydale Development
Eva Mae Williams, Robert B. Pitts Plaza Development
Perlie Thomas, Plaza East Development

Karen Huggins, Potrero Terrace/Annex Development
Raymond Coats, Potrero Terrace/Annex Development

(Visitors cont.)

Chande Malaula, Potrero Terrace/Annex Development
Nosisi Mbuli, Potrero Terrace/Annex Development
Mitch Fine
Joyce Armstrong
Espanola Jackson
Louise Vaughn

(Commissioner Williams left the meeting at 7:02 P.M.)

Commissioner Boileau requested a short recess at 7:15 P.M. and called the meeting back to order at 7:20 P.M.

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to amend the minutes of February 25, 1993 to reflect that Commissioner Drypolcher called the meeting to order, and not Commissioner Boileau, who was excused from the February 25, 1993 meeting.

Commissioner Lillian moved to approve the minutes, as amended, of the February 25, 1993 meeting and Commissioner Reen seconded the motion.

The minutes of the meeting held February 25, 1993 were UNANIMOUSLY APPROVED, as amended.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Debrenia Madison, Assistant Legal Counsel, stated that she submitted her report in writing.

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association (PHTA), reported that she submitted her report in writing.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4031

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ELLA HILL HUTCH COMMUNITY CENTER IN AN AMOUNT NOT TO EXCEED $90,000 FOR THE 1992-93 FISCAL YEAR

WHEREAS, on September 26, 1991 the San Francisco Housing Authority Commission adopted Resolution Number 3689 which authorized the Executive Director to negotiate and enter into a contract with Ella Hill Hutch Community Center to provide job training and placement services to public housing residents, in an amount not to exceed $276,729; and

WHEREAS, under the terms of their contract, Ella Hill Hutch has been compensated on the basis of the programs's performance in achieving goals in the areas of intake of eligible public housing residents, residents' participation in training programs, job referrals, and employment placement; and

WHEREAS, funds previously approved by the Commission have been fully expended for employment preparation and placement services provided by Ella Hill Hutch Community Center; and

WHEREAS, the Authority recognizes the value of the services provided by Ella Hill Hutch Community Center and wishes to continue to support these services; and

WHEREAS, funding for said services is available from the Comprehensive Improvement Assistance Program (CIAP) and the 1992-93 Operating Budget of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $90,000 for the 1992-93 fiscal year, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/11/93
Date

Commissioner Shaw moved to adopt Resolution No. 4031 and Commissioner Lillian seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None.

Not Present: Carlene Williams, Commissioner

Resolution No. 4031 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 4032

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR AN AUTOMATED MANAGEMENT INFORMATION SYSTEM AND ANCILLARY AGREEMENTS IN AN AMOUNT NOT TO EXCEED $1,140,000.00

WHEREAS, the Authority solicited, in full and open competition, proposals to replace its old System 38 mainframe computer with an updated and fully integrated one pursuant to its Request for Proposals (RFP), number 006-92; and

WHEREAS, the Authority received proposals from Data Directions, Automated Management Services/IBM, and Creative Computer Solutions (CCS) in a timely and acceptable manner; and

WHEREAS, the Authority established user groups and a review panel to scrutinize and evaluate each proposal in accordance with the evaluation criteria published in the RFP; and

WHEREAS, after three months of careful evaluations, CCS was determined to be the respondent that could provide the required integrated computer system and related services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, on December 10, 1992, the Authority's Commission adopted Resolution Number 4002, which authorized the Executive Director to negotiate and enter into a contract for an automated management information system and ancillary agreements in an amount not to exceed $1,140,000.00; and

WHEREAS, subsequent to that date, CCS recommended to the Authority significant changes in the hardware configuration for the system, including the substitution of Sun Microsystems, Inc. in place of Digital Equipment Corporation as the manufacturer of the hardware; and

WHEREAS, after a thorough evaluation of the changes proposed by CCS, the Authority agrees that the equipment manufactured by Sun Microsystems, Inc. will better meet the Authority's needs; and

WHEREAS, CCS has revised its proposal to include hardware and operating system software manufactured by Sun Microsystems, Inc., to be maintained by Novadyne Computer Systems, Inc. and database environment software patented by Unidata, Inc.; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the Authority has concluded negotiations and is prepared to enter into a contract with CCS for the development, installation, and implementation of an automated management information system, and separate agreements with Sun Microsystems, Inc., Novadyne Computer Systems, Inc., and Unidata, Inc., for equipment, maintenance, operating licenses, and system software; and

WHEREAS, funding for the required services has been approved by the Commission from the Authority's operating reserves and Section 8 reserves for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to enter into a contract with Creative Computer Solutions for the development, installation, and implementation of an automated management information system.

2. The Executive Director is authorized to enter into ancillary agreements with Sun Microsystems, Inc., Novadyne Computer Systems, Inc., and Unidata, Inc. for operating software licensing and equipment maintenance, respectively.

3. The sum of these contracts and agreements, including a contingency factor of approximately ten percent, will be in an amount not to exceed $1,140,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

4. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/11/93
Date

Commissioner Lillian moved to adopt Resolution No. 4032 and Commissioner Shaw seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None.

Not Present: Carlene Williams, Commissioner

Resolution No. 4032 was UNANIMOUSLY ADOPTED.

After lengthy discussion about testimony given earlier in the meeting regarding the Potrero Hill Resident Management Corporation and the recall of Karen Huggins as President, the Commission urged staff to encourage the Potrero Hill Resident Management Corporation to attend mediation/arbitration sessions. The Commission stated that the SFHA Commission and staff would assist in facilitating this process with community organizations or other interested parties.

The Commissioners are concerned with the contract the SFHA has with the Potrero Hill Resident Management Corporation and also to the legitimacy of the Resident Management Corporation itself. The Commission would like to see the Bylaws of the Potrero Hill Resident Management Corporation to develop a better understanding of the process which must be undertaken when unseating an official officer of the Board and would like to view other guidelines that may apply to the organization.

The Commission would like to discuss this issue at the next regularly scheduled Commission Meeting.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March, 1993 adjourned at 8:05 p.m. The next regular meeting has been scheduled for March 25, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

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March 22, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, March 25, 1993 at 440 Turk Street, San Francisco, California.

for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MARCH 25, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, March 25, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) Resolution - Approving Amendment No. 20 to Section 8 Annual Contributions Contract No. SF-618 and authorizing its execution.

(b) Resolution - Authorizing the Executive Director to negotiate and enter into a contract with Alpha Construction and Roofing Co. for on-call roof repair services in an amount not to exceed $50,000.00.

(c) Resolution - Authorizing the Executive Director to enter into a contract with Rosenberg McGinnis, AIA, Inc. for the investigation and evaluation of building leak problems at CAL 1-8, Westside Courts; CAL 1-18(13), Mission Dolores; CAL 1-19(1) 990 Pacific; CAL 1-31, 25 Sanchez and CAL 1-37, 491 31st Avenue in the amount of $47,865.00.

(d) Resolution - Amending Resolution 3977 for the lease of laundry facilities at the Hunter's View housing development with Macke Laundry Service.

(e) Resolution - Authorizing the Executive Director to execute a purchase order with Wilco Supply for deadbolt locks in an amount not to exceed $11,137.53.

(f) Resolution - Authorizing the Executive Director to expend an amount not to exceed $1,550,000.00 for continuation of police services pursuant to a Memorandum of Understanding with the San Francisco Police Department.

(g) Resolution - Authorizing the Executive Director to amend the contract with Saagan Moving and Storage to cover relocation expenses related to moving disabled residents in an amount not to exceed $30,000.00.

12. ADJOURNMENT:

Karen M. Gilmore

for David Gilmore
Secretary/Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, March 25, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, March 25, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:09 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

A quorum was present.

ALSO PRESENT:
Karen Moone, Deputy Executive Director for Management Operations
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to approve the Agenda for March 25, 1993 and Commissioner Shaw seconded the motion.

The Agenda of March 25, 1993, was UNANIMOUSLY APPROVED.

(Commissioner Chuck arrived at 4:11 p.m.)

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Alice Richardson, Hunter's View Development
Robert Williams, Valencia Gardens Development
Jewel Green, Hunter's View Development

(Commissioner Williams arrived at 4:26 p.m.)

(Visitors Section Cont'd.)

Bessie Crockett, Valencia Gardens Development
Jan Allen, 330 Clementina Towers Development
Vera Kennedy, Hunter's View Development
Ralph Newman, Potrero Terrace/Annex Developments
Ann Ingle, Hayes Valley North and South Development
Christine Neal, Alice Griffith Development
Ron Lemmen
Willie Flagge, Amer-I-Can Program
Karen Huggins, Potrero Terrace/Annex Developments
Espanola Jackson
Louise Vaughn

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to amend the minutes of the March 11, 1993 meeting by showing that Vera Kennedy is a resident of the Hunter's View Development and not the Alice Griffith Development as was recorded. Commissioner Williams seconded the motion.

The motion to amend the minutes of the meeting held March 11, 1993, was UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Commissioner Shaw inquired into the follow-up of the request for repair to the exterior lighting which was made at the March 11, 1993 meeting by Ms. Perlie Thomas who lives in the Plaza East Development.

Tom Murry, Director of Maintenance, explained that there was an electrical malfunction at several sites and the lights were not working. Since then, the electrical problem has been repaired and the lights are now working.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine Chavis, Legal Counsel, stated that her report was submitted in writing.

9. TENANT REPRESENTATIVE:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association (PHTA), reported they do have a PHTA which meets regularly. Ms. Marshall stated that Christine Neal is the Vice President, she is the Recording Secretary, and John Merchant is the Treasurer. Ms. Marshall also stated that the PHTA is in the process of electing new officers. Ms. Marshall stated that she also submitted a report in writing.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4033

RESOLUTION APPROVING AMENDMENT No. 20 TO SECTION 8
ANNUAL CONTRIBUTIONS CONTRACT No. SF-618
AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco (herein called the "PHA") entered into a Section 8 Annual Contributions Contract on December 23, 1975, (as amended) with the United States of America (herein called the "Government").

It is deemed advisable by the PHA and the Government to amend the Section 8 Annual Contributions Contract in the particulars indicated in such amendment.

BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The Executive Director or Acting Executive Director is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the PHA, and the Secretary is hereby authorized to impress and attest the official seal of the PHA on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4033 and Commissioner Williams seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

NAYS: None.

Resolution No. 4033 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 4034

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH ALPHA CONSTRUCTION AND ROOFING CO. FOR ON-CALL ROOF REPAIR SERVICES IN AN AMOUNT NOT TO EXCEED $50,000.00

WHEREAS, the Authority solicited for proposals in full and open competition for on-call roof repair services pursuant to RFP No. 013-93; and

WHEREAS, the Authority received competitive proposals from Alpha Construction & Roofing, Armas Construction, E. Castagnetto Roofing Corporation, Pioneer Roofing, and Western Roofing, which were scored by a review panel as follows:

- Alpha Construction 231.5 points
- Armas Construction 209.5 points
- E. Castagnetto Roofing 157.5 points
- Pioneer Roofing 192.5 points
- Western Roofing 150.5 points

WHEREAS, Alpha Construction, a minority-owned business enterprise, was selected as the respondent that could provide the services to the Authority in the most advantageous manner, cost and other factors considered, as a result of the score received based on the evaluation criteria published in the RFP, and therefore, in accordance with procurement regulations under 24 CFR, Part 85.36, should be awarded a contract for the required services; and

WHEREAS, funding for the services described herein is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Alpha Construction and Roofing in an amount not to exceed $50,000.00, except as provided for pursuant to the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4034 and Commissioner Williams seconded the motion. The vote was:

AYES: William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

NAYS: Robert J. Boileau, President

Resolution No. 4034 was adopted with a no vote from Commissioner Boileau.

(c) RESOLUTION 4035

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ROSENBERG MCGINNIS, AIA, INC. FOR THE INVESTIGATION AND EVALUATION OF BUILDING LEAK PROBLEMS AT CAL 1-8, WESTSIDE COURTS; CAL 1-18(13), MISSION DOLORES; CAL 1-19(1) 990 PACIFIC; CAL 1-31, 25 SANCHEZ AND CAL 1-37, 491 31ST AVENUE IN THE AMOUNT OF $47,865.00

WHEREAS, chronic building leaks continue at Westside Courts, Mission Dolores, 990 Pacific, 25 Sanchez and 491 31st Avenue; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the Comprehensive Grant Program (CGP) Budget to address these problems; and

WHEREAS, a waterproofing consultant will be required to assist in this effort; and

WHEREAS, the Authority advertised for these services, reviewed the proposals submitted by six firms and determined that Rosenberg McGinnis, AIA, Inc., is the most qualified respondent based on the evaluation factors published in the solicitation; and

WHEREAS, Rosenberg McGinnis, AIA, Inc., has proposed a fee of $47,865. to provide services to investigate the causes of these leaks and recommend appropriate solutions; and

WHEREAS, this fee is within the funding available in the Comprehensive Grant Program Budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Rosenberg McGinnis, AIA, Inc., in the amount of $47,865.

2. This authorization becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93

Date

Commissioner Reen moved to adopt Resolution No. 4035 and Commissioner Lillian seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Comissioner

NAYS: None.

Resolution No. 4035 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 4036

RESOLUTION AMENDING RESOLUTION NO. 3977 FOR THE LEASE OF LAUNDRY FACILITIES AT THE HUNTER'S VIEW HOUSING DEVELOPMENT WITH MACKE LAUNDRY SERVICE

WHEREAS, the Commission approved the execution of a contract with Macke Laundry Service to provide laundry equipment and maintenance thereof at the Hunter's View Housing Development pursuant to Resolution No. 3977 on October 22, 1992; and

WHEREAS, said Resolution stated that the lease term could not exceed three years beginning with October 27, 1992 based on the assumption that management of the facility by the Hunter's View Tenants' Association (HVTA) would commence shortly thereafter; and

WHEREAS, management of the facility by HVTA was delayed a number of months while strategic planning related to the operation of the facility was being finalized which resulted in the accumulation of costs without offsetting revenues being generated; and

WHEREAS, Macke Laundry Service has agreed to absorb most of the costs in exchange for a revised contractual period; and

WHEREAS, the Authority has agreed to revise the contractual start and end dates, and recommends Commission approval thereof in order to eliminate the HVTA's liability related to costs incurred prior to February 1993;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to amend Resolution No. 3977 and the contract with Macke Laundry Service for lease of the laundry facilities at Hunter's View Housing Development to include a term not to exceed three years from March 1, 1993.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93
Date

Commissioner Shaw moved to adopt Resolution No. 4036 and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

NAYS: None.

Resolution No. 4036 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 4037

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER WITH WILCO SUPPLY FOR DEADBOLT LOCKS IN AN AMOUNT NOT TO EXCEED $11,137.53

WHEREAS, the Authority solicited bids for 250 two and three-quarter inch backset deadbolt locks pursuant to bid number 020-93; and

WHEREAS, the deadbolt locks are needed as part of a special maintenance project being performed in several Senior developments that are in excess of normal usage; and

WHEREAS, the Authority received bids from the following respondents (excluding sales tax):

- Wilco Supply $10,265.00
- Fox Hardware $10,670.00
- ACME Security $10,780.00
- R & H Wholesale $10,875.00
- California Builders $11,855.00;

WHEREAS, Wilco Supply has been determined to be the apparent lowest, responsive, responsible bidder, and therefore, the Authority should award the bid to Wilco Supply in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the procurement of the deadbolt locks is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of 2 3-4" backset deadbolt locks with Wilco Supply in an amount not to exceed $11,137.53, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4037 and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

NAYS: None.

Resolution No. 4037 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 4038

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXPEND AN AMOUNT NOT TO EXCEED $1,550,000 FOR CONTINUATION OF POLICE SERVICES PURSUANT TO A MEMORANDUM OF UNDERSTANDING WITH THE SAN FRANCISCO POLICE DEPARTMENT

WHEREAS, the San Francisco Housing Authority (the "Authority") wishes to abate the problem of illegal drug sales and other crime in its public housing developments to create a safer living environment for its residents; and

WHEREAS, the San Francisco Police Department represents itself able to perform the services required and the Authority finds that the San Francisco Police Department is so qualified; and

WHEREAS, a resolution was adopted by the Commission on July 12, 1990, authorizing a Memorandum of Understanding with the San Francisco Police Department for the deployment of at least three (3) full squads of officers exclusively assigned to Authority properties, and the Memorandum of Agreement was extended by the Commission on September 26, 1992 ; and

WHEREAS, on June 25, 1992, the Commission authorized the expenditure of funds from the 1991 CIAP budget to continue the services of the San Francisco Police Department as provided by this Memorandum of Understanding; and

WHEREAS, the total funding previously authorized by the Commission was not to exceed $2,225,000; and

WHEREAS, additional funding is now required to continue the services of the San Francisco Police Department as provided by this Memorandum of Understanding; and

WHEREAS, the agreement with the San Francisco Police Department is for the provision of services beyond the scope of police services to all residents of San Francisco; and

WHEREAS, additional funds totalling $1,550,000 are now available for this purpose in the 1991 CIAP budget, the 1992 Comprehensive Grant budget, and the 1990 Public Housing Drug Elimination Grant budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide additional funding to the San Francisco Police Department for deployment of at least three (3) full squads of officers exclusively assigned to Authority properties in an amount not to exceed $1,550,000.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93
Date

Commissioner Reen moved to adopt Resolution No. 4038 and Commissioner Williams seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

NAYS: None.

Resolution No. 4038 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 4039

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE CONTRACT WITH SAAGAN MOVING AND STORAGE TO COVER RELOCATION EXPENSES RELATED TO MOVING DISABLED RESIDENTS IN AN AMOUNT NOT TO EXCEED $30,000.00

WHEREAS, the Authority entered into an arbitration settlement that included the relocation of a disabled resident at North Beach while his unit is renovated for more accessible accommodations; and

WHEREAS, the Authority was required to act quickly in order to meet deadlines related to the relocation and renovations agreed to, and as such, determined that the use of an existing moving contract would be the most expedient process for obtaining the required services in a timely manner; and

WHEREAS, the Authority has an existing contract with Saagan Moving and Storage, a minority-owned business enterprise, that will not expire until August 31, 1993; and

WHEREAS, the Authority has determined that due to public exigency, it is most appropriate and in accordance with procurement regulations under 24 CFR, Part 85.36, to amend said contract to include the relocation related to the arbitration settlement and other disabled moves as they may occur within the time frame of the contract; and

WHEREAS, funding for the services described herein are available as part of Community Development Block Grants (CDBG) and Comprehensive Improvement Assistance Program (CIAP) grants pursuant to Section 504 of the Rehabilitation Act of 1973;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to amend the contract with Saagan Moving and Storage to include relocation of disabled residents through August 31, 1993 in an amount not to exceed $30,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

03/25/93
Date

Commissioner Williams moved to adopt Resolution No. 4039 and Commissioner Reen seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

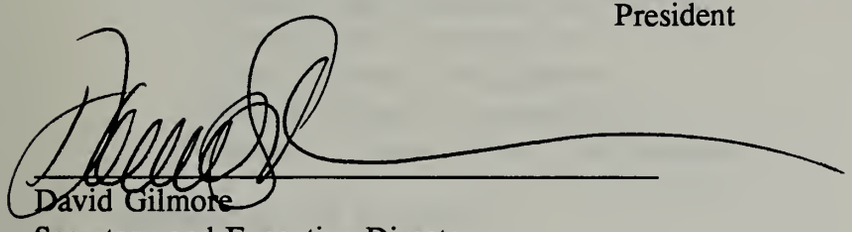
NAYS: None.

Resolution No. 4039 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 25, 1993 adjourned at 6:30 p.m. The next regular meeting has been scheduled for April 8, 1993.

Robert J. Boileau
President



David Gilmore
Secretary and Executive Director

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, APRIL 8, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, April 8, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) Resolution - Approving write-off of vacated tenant accounts receivable in the amount of $216,584.12 for the quarter ending March 31, 1993.

(b) Resolution - Authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at CAL 1-27, 350 Ellis Street in the amount of $214,800.00.

(c) Resolution - Authorizing the Executive Director to execute a Purchase Order increasing the encumbrance for the procurement of interior paint from Kelly Moore Paint Co. in an amount not to exceed $50,000.00.

(d) Resolution - Authorizing the Executive Director to execute a Purchase Order for the procurement of one 1993 pickup truck w/utility service body and aerial lift in an amount not to exceed $33,743.50.

12. ADJOURNMENT:

The Commission will adjourn into closed session to confer with and/or receive advice from its legal counsel regarding the following litigation pursuant to Government Code 54956.9(a):

HAI NGUYEN et al, vs SFHA et al,
U. S. District Court Case No. C 93-1127 JPV.

David Gilmore
Secretary/Executive Director

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8/93

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, April 8, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, April 8, 1993 at 4:00 p.m.

President Boileau called the meeting to order at 4:04 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William Drypolcher, Vice President
* Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT:
David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the Agenda for April 8, 1993 and Commissioner Reen seconded the motion.

The Agenda of April 8, 1993, was UNANIMOUSLY APPROVED.

* (Commissioner Chuck arrived at 4:10 p.m.)

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Jan Allen, 330 Clementina Towers Development
Jewel Green, Hunter's View Development
Melinda Ramirez, Potrero Terrace Development
Paul David Matthew
Kimberly Parker

4. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of the March 25, 1993 meeting and Commissioner Drypolcher seconded the motion.

The Minutes of the March 25, 1993 meeting were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

HOUSING ASSISTANTS: Commissioner Reen stated that he attends approximately 18 resident meetings each month and he listens to the various complaints from the residents. He said most of the problems are from the buildings without housing assistants. He noted that the next Citywide Senior Citizens Council meeting is scheduled for April 12 and he extended an invitation to Mr. Gilmore to attend the meeting.

Commissioner Reen also thanked Mr. Tom Murry, Mr. Dick Fagerberg and Mr. Jack Geary for their assistance in responding to his inquiries.

Commissioner Shaw recalled that he requested information regarding the Authority's compliance with Housing Code Section 1311 which concerns on-site caretakers. He said he did receive a response, but requested additional information. Mr. Gilmore stated that he thought the report as submitted provided the information that was requested; however, he agreed to review his response. Some discussion ensued, and Commissioner Drypolcher stated that it was his feeling that the Authority is doing much more than the private sector satisfying the requirements of Housing Code 1311.

LETTER FROM CLEMENTINA TOWERS: Commissioner Boileau read the following unsolicited support letter from Mr. Paul Lee, President of Clementina Towers Resident Association:

"March 18, 1993

Mayor Frank Jordan
City Hall Room #200
San Francisco, Ca 94102

Dear Mayor Jordan:

Please find enclosed a partial list of names of tenants in support of David Gilmore of the Housing Authority.

The Executive Board of Clementina Tenants Association is in unanimous support of Mr. Gilmore, as well as the majority of all the other tenants at 320/330 Clementina Street.

Though the process of improvement appears very slow at times, we are nonetheless aware of same being made here at 320/330 Clementina Street. What's more, we expect to see even more improvement of conditions and service here in the future.

We also feel David Gilmore is indeed the force behind these improvements and ask you, Mr. Mayor, to be cognizant of his role in the improvements before rendering any further decision regarding his position with the Housing Authority.

Respectfully,

/s/ Paul Lee

Paul Lee, President
320/330 Clementina St. Tenant Assoc.

cc: Housing Commission
David Gilmore"

PERSONNEL COMMITTEE: On the matter of Mr. Chan's (a retired employee) request for payment in lieu of unused sick leave benefits, Commissioner Boileau referred it to the Personnel Committee.

POTRERO RESIDENT MANAGEMENT COUNCIL DISPUTE: On the matter of the dispute between Karin Huggins and the Potrero Annex/Terrace Resident Management Council: it was the consensus of the Commissioners that Mr. Gilmore's response to the Mayor's letter on this subject will serve as the official agency response.

6. REPORT OF SECRETARY:

"STANDARD PERFORMER" - PHMAP: Executive Director David Gilmore was happy to announce that yesterday afternoon the San Francisco Housing Authority received confirmation from the Department of Housing and Urban Development, on the basis of its rating from the 1992 fiscal year, that it is a standard performing agency amongst its peers across the country.

Mr. Gilmore stated: "Now we have again been determined to be a 'standard performer' testifying not only to our performance during the past year, but, as important, confirming our performance of last year and the appropriateness of our original removal from the list of troubled public housing authorities across the nation."

POLICIES AND PRACTICES: Mr. Gilmore stated that in the past questions have arisen from the Commission as to the nature of our policy or practice within certain areas of our operation. He said that after a conversation with President Boileau, it was decided that from time to time we will have staff make brief presentations to the Commission on a variety of aspects of our operation. Mr. Gilmore invited the Commission to let him know what subjects are of concern.

SOUTH AFRICA: Mr. Gilmore recalled that two years ago this Commission passed a resolution stating that we would do no business with a firm that has any connection with a business enterprise or has financial interests in the affairs of the country of South Africa. He said the decision not to do business with South African-related firms has been reviewed and ruled to be illegal, by HUD. Mr. Gilmore continued, stating that on today's agenda, Resolution (b) shows that Millar Elevator Co. is being recommended as the lowest responsive responsible bidder out of six bidders, on an elevator contract. Therefore, this resolution for the Millar Elevator Company is being placed before the board for its consideration and with his recommendation that the contract (which does not meet the requirements of the previous resolution) be adopted. Mr. Gilmore said, due to HUD's ruling we can no longer refuse to consider doing business with this company.

EVICTIONS: Mr. Gilmore introduced Mr. Jack Geary, Assistant Director for Conventional Housing, who gave a brief overview of the SFHA eviction policy. Mr. Geary explained that eviction actions are initiated for lease violations that fall into two categories: non-payment of rent, or for illegal activity. He also noted that all evictions are based upon court judgements.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine Chavis, Legal Counsel, stated that her report was submitted in writing.

Ms. Chavis also asked permission to add to the agenda of the Executive Session an additional item which arose subsequent to the posting of the agenda, in the case of SFHA vs. Superior Court; the real party and interest in the Rogelio Aquilla Case 20291 to 20292, Court of Appeals No. A052085. The Executive Session was authorized under the same government code 54956.9(a), but as the case was not on the agenda, a 2/3 vote by the Board was necessary, pursuant to government code section 54954.2b subsection 2.

Commissioner Shaw moved to add the Aquilla case to the Executive Session as requested by Legal Counsel. Commissioner Chuck seconded the motion. The motion passed unanimously.

9. TENANT REPRESENTATIVE:

Juanita Marshall, Recording Secretary for the Public Housing Tenants' Association (PHTA), reported that the PHTA election is scheduled for May 11, 1993.

Commissioner Shaw asked about provisions to monitor the election. Juanita Marshall said that monitors from the Mayor's office would be present at the election, and that at the next meeting she would submit the names of the monitors. Commissioner Shaw asked for the list of names before May 11. President Boileau noted that for the record, the names were being requested by Commissioner Shaw and not the Commission, so as not to interfere with PHTA proceedings.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 4040

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $216,584.12 FOR THE QUARTER ENDING MARCH 31, 1993

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1, details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners is authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the second quarter of Fiscal Year 1992-1993 Debit Balances of $216,584.12.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Debrenia Madison for Geraldine L. Chavis
Legal Counsel

Date: 04/08/93

Commissioner Shaw moved to adopt Resolution 4040 and Commissioner Reen seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None.

Resolution No. 4040 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH MILLAR ELEVATOR SERVICE COMPANY FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-27, 350 ELLIS STREET IN THE AMOUNT OF $214,800.00

WHEREAS, on October 16, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-27, 350 Ellis Street housing development; and

WHEREAS, on November 10, 1992 six (6) bids were received as follows:

Bidders	Bid Amount
1. Millar Elevator Service Company	$214,800
2. Standard Elevator Company	$219,500
3. Hy Tech Elevator Service	$226,000
4. United States Elevator Company	$238,000
5. Armor Elevator Company	$249,951
6. Star Elevator	$250,377

WHEREAS, the Authority has evaluated the low bid and determined that Millar Elevator Service Company's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Millar Elevator Service Company in the amount of $214,800.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Debrenia Madison for Geraldine L. Chavis
Legal Counsel

Date: 04/08/93

Commissioner Shaw moved to table Resolution (b) because of the allegations of business connections with South Africa. Commissioner Lillian seconded the motion. After a lengthy discussion it was decided that the Authority would solicit the opinions of the 350 Ellis Street residents on how they feel regarding this matter and also that Mr. Gilmore would write to President Clinton and to Henry Cisneros, the Secretary of Housing and Urban Development (HUD) to ascertain the ruling by HUD's General Counsel on awarding contracts to businesses with South Africa connections.

The vote to table Resolution (b) was taken and was as follows:

AYES: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Comissioner

NAYS: William Drypolcher, Vice President
Albert J. Reen, Commissioner

Resolution (b) was tabled until the next meeting which is scheduled for April 22, 1993.

Commissioner Lillian left the meeting at 5:55 P.M.

(c) RESOLUTION 4041

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER INCREASING THE ENCUMBRANCE FOR THE PROCUREMENT OF INTERIOR PAINT FROM KELLY MOORE PAINT CO. IN AN AMOUNT NOT TO EXCEED $50,000.00

WHEREAS, the Commission authorized the procurement of interior latex enamel and flat wall paint from Kelly Moore Paint Co. pursuant to Resolution No. 3747 on January 23, 1992, subsequent to a competitive solicitation for said paint; and

WHEREAS, the Authority will solicit for new paint bids during fiscal year 1992-93 for the following fiscal year; and

WHEREAS, the Authority wishes to continue with the contract with Kelly Moore Paint Co. by increasing the encumbrance for the purchase of paint at the prices stated in the original solicitation in order to meet its current and ongoing needs; and

WHEREAS, funding for the procurement of paint is authorized as part of the Authority's operating budget and CIAP grant for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order to increase the encumbrance for the procurement of paint from Kelly Moore Paint Co. in an amount not to exceed $50,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Debrenia Madison for Geraldine L. Chavis
Legal Counsel

Date: 04/08/93

Commissioner Reen moved to adopt Resolution No. 4041 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William Drypolcher, Vice President Reverend Harry Chuck, Commissioner Albert J. Reen, Commissioner Carlene Williams, Commissioner Reverend Clarence L. Shaw, Comissioner
NAYS:	None.
NOT PRESENT:	Lewis Lillian, Commissioner

Resolution No. 4041 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 4042

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF ONE 1993 PICKUP TRUCK W/UTILITY SERVICE BODY AND AERIAL LIFT IN AN AMOUNT NOT TO EXCEED $33,743.50

WHEREAS, the Authority solicited bids for one 1993 model pickup truck w/utility service body and aerial lift, in full and open competition, pursuant to its Invitation for Bid (IFB), No. 019-93; and

WHEREAS, responses were received from S & C Motors, Stewart Chevrolet and East Bay Ford Truck Sales, Inc., in a timely and acceptable manner as follows:

Bidders	Bid Amount
S & C Motors	$33,743.50
Steward Chevrolet	$34,648.39
East Bay Ford Truck Sales, Inc.	$34,841.52

WHEREAS, S & C Motors was determined to be the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the procurement of this vehicles has been approved as part of the Authority's operating budget for fiscal year 1992-1993;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of one 1993 pickup truck w/utility service body and aerial lift from S & C Motors

in an amount not to exceed $33,743.50, except through provisions of the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Debrenia Madison for Geraldine L. Chavis
Legal Counsel

Date: 04/08/93

Commissioner Williams moved to adopt Resolution No. 4042 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William Drypolcher, Vice President Reverend Harry Chuck, Commissioner Albert J. Reen, Commissioner Carlene Williams, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None.
NOT PRESENT:	Lewis Lillian, Commissioner

Resolution No. 4042 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 8, 1993 adjourned at 6:01 p.m. The next regular meeting has been scheduled for April 22, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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April 19, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, April 22, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, APRIL 22, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, April 22, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(b) - Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at CAL 1-27, 350 Ellis Street in the amount of $214,800.00.

11. NEW BUSINESS:

(a) - Resolution authorizing the development and submission of an application to the Department of Housing and Urban Development for Urban Revitalization Demonstration Program funding to reconstruct the Bernal Dwellings and Yerba Buena Plaza East Developments.

(b) - Resolution ratifying the Executive Director's execution of a contract with Paradigm Environmental in the amount of $12,125.00 for the abatement of lead base paint work at two apartments at the CAL 1-11, North Beach Development.

(c) - Resolution authorizing the Executive Director to enter into a contract with Sandis Humber Jones for the amount of $29,141.00 for a topographic and utility survey of Hunter's View, CAL 1-18(3).

(d) - Resolution authorizing the Executive Director to travel to Washington, D.C. to testify before the Senate Banking Subcommittee on Housing on May 6 and 7, 1993 and to attend the Council of Large Public Housing Authorities (CLPHA) quarterly meeting in Washington, D. C. on May 10 through May 12, 1993.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, April 22, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, April 22, 1993 at 4:00 p.m.

1. ROLL CALL:

President Boileau called the meeting to order at 4:01 p.m.

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
* Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

ABSENT: William Drypolcher, Vice President
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Boileau announced there would be a brief Executive Session immediately following the Commission meeting in the case of the Asian Law Caucus vs the San Francisco Housing Authority, Case No. C931127JPV, U. S. District Court for the Northern District, Government Code 54956.9(b).

Commissioner Shaw moved to approve the Agenda, with the Executive Session as an additional item. Commissioner Reen seconded the motion.

The Agenda of April 22, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

* (Commissioner Lillian arrived at 4:12 p.m.)

Vera Kennedy, Hunter's View Development
Christine Neal, Alice Griffith Development
Jewel Green, Hunter's View Development
Tiki Hadley, Alemany Development
John H. Greenleaf, 350 Ellis Street Development
Alma L. Lark, North Beach Development
Keith Consoer
Louise Vaughn

4. APPROVAL OF MINUTES:

Commissioner Reen moved to approve the Minutes of April 8, 1993 and Commissioner

Lillian seconded the motion.

The Minutes of April 8, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

During the public testimony, concerns were raised about the lack of progress in opening the Hunters View Daycare Center. Commissioner Shaw requested that Mr. Gilmore provide a summary of how the Center is funded and supervised.

Commissioner Boileau acknowledged the letter read by Ms. Kennedy from Fleeta M. Brown regarding the danger of abandoned stolen cars next to her building. Also received by the Commissioners were pages copied from the "International Corporate Yellow Book", including a listing for Millar Elevator in the South African section of that directory. A notice was received from "Fair Share for Educational Projects, Campaign for Fair Share".

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORTS:

Commissioner Reen reported that the Personnel Committee met today on the issue of W. Chan's sick leave claim. No resolution was reached.

Commissioner Chuck said the Site and Design Committee met yesterday and would report on that meeting at the time the resolutions were read.

8. REPORT OF COUNSEL:

Geraldine Chavis, Legal Counsel, stated that her report was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Ms. Jewel Green of the Hunter's View Development spoke regarding the upcoming Public Housing Tenants Association (PHTA) election.

Ms. Tiki Hadley of the Alemany Development read a letter from PHTA addressed to the SFHA Commission stating that the PHTA election will be held on May 26 and that it will be monitored by a representative from the Registrar of Voters' office and by a representative from the Mayor's office. The letter requested that SFHA staff not attend the election or any future meetings of PHTA, unless expressly invited to do so.

There was some discussion in reference to Commissioner Shaw being invited as a special guest at the PHTA meeting of April 20; however, Commissioner Shaw stated that he had not received the invitation.

President Boileau called a recess at 5:00 p.m. and the meeting reconvened at 5:06 p.m.

10. UNFINISHED BUSINESS:

(b)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH MILLAR ELEVATOR SERVICE COMPANY FOR THE MODERNIZATION OF ELEVATORS LOCATED AT CAL 1-27, 350 ELLIS STREET IN THE AMOUNT OF $214,800.00

WHEREAS, on October 16, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-27, 350 Ellis Street housing development; and

WHEREAS, on November 10, 1992 six (6) bids were received as follows:

Bidders	Bid Amount
1. Millar Elevator Service Company	$214,800
2. Standard Elevator Company	$219,500
3. Hy Tech Elevator Service	$226,000
4. United States Elevator Company	$238,000
5. Armor Elevator Company	$249,951
6. Star Elevator	$250,377

WHEREAS, the Authority has evaluated the low bid and determined that Millar Elevator Service Company's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Millar Elevator Service Company in the amount of $214,800.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis
Legal Counsel

_____

Date

Commissioner Shaw moved to table this resolution, and Commissioner Lillian seconded the motion. The vote was:

AYES: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: Commissioner Reen

Resolution No. (b) was tabled.

11. NEW BUSINESS:

(a) RESOLUTION NO. 4043

RESOLUTION AUTHORIZING THE DEVELOPMENT AND SUBMISSION OF AN APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR URBAN REVITALIZATION DEMONSTRATION PROGRAM FUNDING TO RECONSTRUCT THE BERNAL DWELLINGS AND YERBA BUENA PLAZA EAST DEVELOPMENTS

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an Application for Urban Revitalization Demonstration Program, URD, to reconstruct severely distressed public housing developments in San Francisco; and

WHEREAS, the Authority is in need of such funding to address the severely distressed Bernal Dwellings and Yerba Buena Plaza East developments; and

WHEREAS, the Authority is required to certify that it will comply with specific Urban Revitalization Demonstration Program requirements should such funding be provided; and

WHEREAS, the Authority has complied and will comply with the following requirements in the execution of the Urban Revitalization Demonstration Program:

1. The Authority will comply with all HUD policies, procedures, and requirements for the URD, including implementation of the urban revitalization in a timely, efficient, and economical manner;

2. The estimated costs of the URD cannot be funded from current operating funds or reserves;

3. The proposed physical work will meet the mandatory standards or, if it exceeds the mandatory standards, will be necessary or highly desirable for the long-term viability of the project;

4. The Authority has complied and will comply with tenant/homebuyer consultation requirements under the URD NOFA;

5. The Authority will comply with applicable civil rights requirements under the URD NOFA;

6. The Authority has adopted the goal of awarding at least 20 percent of the dollar value of the total of the URD contracts to minority business enterprises under the URD NOFA;

7. The Authority will comply with applicable environmental requirements under the URD NOFA;

8. The Authority will furnish a copy of the flood insurance policy to HUD or has determined that flood insurance is not required under the URD NOFA;

9. The Authority will comply with applicable requirements for lead-based paint poisoning prevention under the URD NOFA;

10. The Authority will comply with applicable requirements for physical accessibility and nondiscrimination based on handicap under the URD NOFA; and

11. The Authority will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, implementing regulations at 49 CFR Part 24, and the requirements of the URD NOFA.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority Commission authorizes the Executive Director to prepare and submit an Application for Urban Reconstruction Demonstration Program funding.

2. The President or Vice President of the Commission is authorized to execute a Certification to the Department of Housing and Urban Development that the Authority has complied and will comply with the eleven Urban Reconstruction Demonstration Program requirements noted above.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

04/22/93
Date

Commissoner Shaw moved to adopt Resolution No. 4043, and Commissioner Lillian seconded the motion.

A report was called for from the Site and Design Committee.

Mr. Gilmore stated that it was with pride that he presented this application to the Commission for action. He went on to discuss the merits of the resolution and its effect on those San Francisco public housing developments which meet the definition of "severely distressed".

Ron Atkielski, SFHA Director of Planning and Design, was called to discuss the resolution. He stated that the plan was to remove the severely distressed housing and replace it with a more suitable design. He presented an architect's model of the new plan for Bernal Dwellings. He stated that the new design is 48 units smaller, but that there is a plan to replace these with Section 8 housing.

Lisa Gelfand, Development Associate, then described the Plaza East site, which at present consists of two 12 story high rise dwellings containing 108 units. She described them as extremely distressed, especially since the earthquake, and said that the building is fundamentally inappropriate for family housing at present.

The new facility is planned with communal open space, is near public parks where children can play. Several units will be lost, but unit size has changed to include more two and three bedrooms with a few four bedroom units.

Relocation for the present tenants was discussed.

Commissioner Boileau called for the vote to adopt this resolution.

AYES: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

Resolution No. 4043 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 4044

RESOLUTION RATIFYING THE EXECUTIVE DIRECTOR'S EXECUTION OF A CONTRACT WITH PARADIGM ENVIRONMENTAL IN THE AMOUNT OF $12,125.00 FOR THE ABATEMENT OF LEAD BASED PAINT WORK AT TWO APARTMENTS AT THE CAL 1-11, NORTH BEACH DEVELOPMENT.

WHEREAS, after being informed of a resident child with an elevated lead blood level at the North Beach development, the Housing Authority solicited bids for the abatement of lead based paint at two apartments at the CAL 1-11, North Beach development.

WHEREAS on March 19, 1993 this Authority received following proposals:

Bidder	Bid Amount
1. Paradigm Environmental	$ 12,125.00
2. LVI Environmental Service Inc.	$ 14,410.00
3. Barsotti's Inc.	No Bid

WHEREAS, the Authority has evaluated the proposals and determined that Paradigm Environmental is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the 1992 Community Block Grant Program, and

WHEREAS, because of the emergency nature of this work, the Executive Director/Secretary has executed a contract with Paradigm Environmental so that this work could be completed as quickly as possible.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary's execution of a contract for said work to Paradigm Environmental in the amount of $12,125.00 is ratified.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

04/22/93
Date

Commissioner Reen moved to adopt Resolution No. 4044 and Commissioner Chuck seconded the motion. The vote was:

AYES: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None.

Resolution No. 4044 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 4045

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SANDIS HUMBER JONES FOR THE AMOUNT OF $29,141 FOR A TOPOGRAPHIC AND UTILILTY SURVEY FOR HUNTER'S VIEW, CAL 1-18(3)

WHEREAS, a topographic and utility line survey is information that is required for the rehabilitation masterplan for Hunter's View; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CIAP 1-918 Budget to provide this information; and

WHEREAS, a land surveyor will be required to assist in this effort; and

WHEREAS, the Authority advertised for these services, reviewed the proposals submitted by three firms and determined that Sandis Humber Jones, is the most qualified respondent based on the evaluation factors in the solicitation; and

WHEREAS, Sandis Humber Jones, has proposed a fee of $29,141 to provide services for a topographic and utility line survey; and

WHEREAS, this fee is within the funding available in the CIAP CA-1-918 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Sandis Humber Jones, in the amount of $29,141.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

04/22/93
Date

Commissioner Chuck moved to adopt Resolution No. 4045 and Commissioner Boileau seconded the motion. The vote was:

AYES: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None.

Resolution No. 4045 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 4046

AUTHORIZING THE EXECUTIVE DIRECTOR TO TRAVEL TO WASHINGTON, D.C. TO TESTIFY BEFORE THE SENATE BANKING SUBCOMMITTEE ON HOUSING ON MAY 6 AND 7, 1993 AND TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING IN WASHINGTON, D.C. ON MAY 10 THROUGH MAY 12, 1993

WHEREAS, David Gilmore has been asked to testify before the Senate Banking Subcommittee on Housing regarding Distressed Public Housing in Washington, D.C. on May 6 and 7, 1993; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned hearing is important and essential to the Authority's conduct; and

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA is holding its Quarterly Meeting in Washington, D.C. on May 10, 1993 through through May 12, 1993; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned CLPHA Quarterly Meeting is important and essential to the Authority's conduct;

WHEREAS, this meeting will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned hearing before the Senate Banking Subcommittee on Housing on May 6 and 7, 1993.

2. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned CLPHA Quarterly Meeting on May 10 through 12, 1993.

3. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

04/22/93
Date

Commissioner Lillian moved to adopt Resolution No. 4046 and Commissioner Reen seconded the motion. The vote was:

AYES: Robert J. Boileau, President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None.

Resolution No. 4046 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 22, 1993 adjourned at 5:36 p.m., to go in to the Executive Session. The next regular meeting has been scheduled for May 13, 1993.

Robert J. Boileau
President

for David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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April 27, 1993

NOTICE OF SPECIAL MEETING

At 4:00 P. M., on Thursday, April 29, 1993, in the Executive Conference Room at 440 Turk Street, San Francisco, California, the Commission of the Housing Authority of the City and County of San Francisco will convene in Closed Session to discuss pending litigation Hai Nguyen et al, vs SFHA et al, U. S. District Court Case No. C 93-1127 JPV and one threatened litigation matter pursuant to Government Code Section 54956.9(a) and (b).

for David Gilmore
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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May 3, 1993

NOTICE OF SPECIAL MEETING

At 4:00 P. M., on Wednesday, May 5, 1993, in the Executive Conference Room at 440 Turk Street, San Francisco, California, the Commission of the Housing Authority of the City and County of San Francisco will convene in Closed Session to discuss pending litigation Hai Nguyen et al, vs SFHA et al, U. S. District Court Case No. C 93-1127 JPV and one litigation matter pursuant to Government Code Section 54956.9(a).

David Gilmore
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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May 10, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, May 13, 1993 at 440 Turk Street, San Francisco, California.

for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MAY 13, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, May 13, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(a) - Resolution authorizing the Executive Director to provide funding for litigation contract with the following outside counsel: Littler, Mendelson, Fastiff and Tichy for the 1992-1993 Fiscal Year.

(b) - Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at CAL 1-27, 350 Ellis Street in the amount of $214,800.00.

11. NEW BUSINESS:

(a) - Resolution authorizing the Executive Director to travel to Washington, D.C. to provide testimony before the Senate Appropriations Committee on May 20 and 21, 1993.

(b) - Resolution ratifying the selection and retention of the McGee, Lafayette, Willis & Greene and authorizing the Executive Director to enter into a contract for litigation services in the matter of Hai Nguyen et al vs the San Francisco Housing Authority et al, Federal Court Case Number C93 1127 JPV in an amount not to exceed $100,000.00.

(c) - Resolution authorizing the Executive Director to enter into a contract with Angotti & Reilly, Inc. for the sewer replacement work at developments CAL 1-20, 3850-18th Street and CAL 1-39B, 951 Eddy Street in the amount of $108,151.00.

(d) - Resolution authorizing the Executive Director to enter into a contract with Berkeley Builders, Inc. for repair of earthquake damage and partial seismic retrofit work at Development CAL 1-21, Clementina Towers in the amount of $197,294.00.

(e) - Resolution authorizing the Executive Director to negotiate and enter into a contract with Kodama Associates for Central Warehouse re-design services in an amount not to exceed $25,000.00.

(f) - Resolution authorizing the Executive Director to enter into a contract with the Girls After School Academy for after-school services in an amount not to exceed $45,000.00.

(g) - Resolution authorizing the Executive Director to increase the encumbrance for fleet vehicle repairs and maintenance with various repair shops in an amount not to exceed $45,000.00 during the remainder of Fiscal Year 1992-93.

(h) - Resolution authorizing the Executive Director to execute a contract amendment with Morris, Davis & Chan, Certified Public Accountants, in an amount not to exceed $33,500.00.

(i) - Resolution designating June 10, 1993 as the annual meeting date for the Fiscal Year 1992-93.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, May 13, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, May 13, 1993 at 4:00 p.m.

Commissioner Boileau called the meeting to order at 4:07 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

EXCUSED: Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: Carol Wilkins, Deputy Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the Agenda for May 13, 1993 and Vice-President Drypolcher seconded the motion.

The Agenda of May 13, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Steven Guffy, 430 Turk Street Development
Lewis Smith, Jr., 350 Ellis Street Development
Tiki Hadley, Alemany Development
Edwin Aleman
Karin Huggins, Potrero Annex Development
Jerry Morgan, 350 Ellis Street Development
Christine Neal, Alice Griffith Development
Victoria Wilson, Alemany Development
Trina Crawford, Holly Courts Development

Espanola Jackson
Bessie Crockett, Valencia Gardens Development
Shirley Dorton, Sunnydale Development
Lavette Arnold
Ace Washington
Romaniea Bell, Hunter's View Development
Michelle Littlefield, Sunnydale Development
Iesha Pinkney, Sunnydale Development
LaTasha Kellom, Sunnydale Development
Barbara Murchison
Thelma Kavanaugh, 350 Ellis Steet Development

4. APPROVAL OF MINUTES:

Commissioner Shaw moved to approve the Minutes of the April 22, 1993 meeting and Vice-President Drypolcher seconded the motion.

The Minutes of the meeting held April 22, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Carol Wilkins, Acting Secretary, said she was pleased to announce that the San Francisco Housing Authority (SFHA) received notification from the Department of Housing and Urban Development that the SFHA has been awarded $18,744,221.00 for capital improvements for the upcoming year through the Comprehensive Grant Program.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine Chavis stated she submitted her report in writing. She also said that an Executive Session was held on April 22 to discuss a litigation matter and that no action was taken at that meeting. Another Executive Session was held on April 28. There was no quorum at that meeting and no action was taken. She said that there is a resolution on the agenda that was generated as a result of that litigation.

9. TENANT REPRESENTATIVE REPORT:

Tiki Hadley, President of the Alemany Resident Association, gave the report for Jewel Green, interim President for PHTA, and for Dorinda Jones, Chairperson of the election committee. Ms. Hadley thanked Commissioner Shaw for his attendance at the PHTA meetings, and she reiterated her position that housing authority staff refrain from attending PHTA meetings unless specifically invited. She further stated that everything was going smoothly and that the PHTA looks forward to a fruitful election.

Christine Neal, President of the Alice Griffith Resident Association submitted a report regarding the Alice Griffith Parking lot.

10. UNFINISHED BUSINESS:

RESOLUTION NO. 4047

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR LITIGATION CONTRACT WITH THE FOLLOWING OUTSIDE COUNSEL: LITTLER, MENDELSON, FASTIFF AND TICHY FOR THE 1992-1993 FISCAL YEAR

WHEREAS, the Health and Safety code, Section 34279 authorizes the Housing Authority of the City and County of San Francisco ("SFHA") to employ its own counsel and legal staff; and

WHEREAS, there is currently several legal matters pending in the City and County of San Francisco involving the SFHA; and

WHEREAS, the SFHA requires additional legal assistance to adequately defend its interest in these cases; and

WHEREAS, the SFHA has selected the following firm to defend its various interests: Littler, Mendelson, Fastiff & Tichy-labor disputes and threatened litigation; and

WHEREAS, said firm has been determined to be qualified to represent SFHA in said litigation; and

WHEREAS, the various matters that have been assigned to this firm were not concluded during the previous fiscal year; and

WHEREAS, the contract needs to be funded for this fiscal year to allow the firm to conclude the various matters; and

WHEREAS, litigation services have been budgeted for the 1992-1993 Fiscal Year; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the litigation contracts for the following law firm: Littler, Mendelson, Fastiff & Tichy; and

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Boileau moved to amend this resolution to state that this contract is for future work only, and not for additional work. Vice-President Drypolcher seconded the motion to amend the resolution.

The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

The motion to amend the resolution was UNANIMOUS.

Commissioner Chuck moved to adopt Resolution No. 4047 as amended and Commissioner Reen seconded the motion.

The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4047 as amended was UNANIMOUSLY ADOPTED.

RESOLUTION NO. 4048

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH MILLAR ELEVATOR SERVICE COMPANY FOR THE MODERNIZATION OF ELEVATORS LOCATED AT CAL 1-27, 350 ELLIS STREET DEVELOPMENT IN THE AMOUNT OF $214,800.00

WHEREAS, on October 16, 1992, the Authority advertised for bids for the Modernization of Elevators at CAL 1-27, 350 Ellis Street development; and

WHEREAS, on November 10, 1992 six (6) bids were received as follows:

	Bidders	Bid Amount
1.	Millar Elevator Service Company	$214,800
2.	Standard Elevator Company	$219,500
3.	Hy Tech Elevator Service	$226,000
4.	United States Elevator Company	$238,000
5.	Armor Elevator Company	$249,951
6.	Star Elevator	$250,377

WHEREAS, the Authority has evaluated the low bid and determined that Millar Elevator Service Company's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Millar Elevator Service Company in the amount of $214,800.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

The Commissioners wanted the record to show that they have agonized over this matter for some time and that they deplore and oppose apartheid and all the atrocities associated with apartheid. However, they did not want to penalize or jeopardize the safety of the residents at the 350 Ellis Street Senior Development, so they stated that it was with great reluctance that they would vote in favor of this resolution.

President Boileau stressed the importance of the Housing Authority following up with the the Secretary of the Department of Housing and Urban Development (HUD) on the HUD regulations which result in contract awards to low bidders with South Africa interests.

Vice-President Drypolcher said that he wanted to make it clear that this vote today represents one vote for one contract only, which is the low bidder.

Commissioner Reen moved to adopt Resolution No. 4048 and Vice-President Drypolcher seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4048 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

RESOLUTION 4049

AUTHORIZING THE EXECUTIVE DIRECTOR TO TRAVEL TO WASHINGTON, D.C. TO PROVIDE TESTIMONY BEFORE THE SENATE APPROPRIATIONS COMMITTEE ON MAY 20 AND 21, 1993

WHEREAS, David Gilmore has been asked to provide testimony before the Senate Appropriations Committee regarding Distressed Public Housing in Washington, D.C. on May 20 and 21, 1993; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned hearing is important and essential to the Authority's conduct;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned hearing before the Senate Appropriations Committee on May 20 and 21, 1993.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Reen moved to adopt Resolution No. 4049 and Commissioner Shaw seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4049 was UNANIMOUSLY ADOPTED.

At this time, President Boileau called a five minute recess at 6:31 p.m. The meeting reconvened at 6:38 p.m.

RESOLUTION NO. 4050

RESOLUTION RATIFYING THE SELECTION AND RETENTION OF McGEE, LAFAYETTE, WILLIS & GREENE AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR LITIGATION SERVICES IN THE MATTER OF *HAI NGUYEN et al. vs. SAN FRANCISCO HOUSING AUTHORITY et al.*, FED. COURT CASE NO. C93 1127 JPV IN AN AMOUNT NOT TO EXCEED $100,000.

WHEREAS, on March 29, 1993 a lawsuit was filed against the San Francisco Housing Authority ("SFHA") and David Gilmore in his official capacity as the Executive Director in the U.S. District Court for the Northern District of California entitled *Hai Nguyen et al. vs. SFHA et al.*, Case No. C93 1127 JPV; this litigation was served on the SFHA on April 2, 1993; and

WHEREAS, the Commission has been advised that based upon the facts and circumstances that exist at this time, there is no apparent conflict between the Commission and the executive director, acting in his official capacity and the SFHA and its official, David Gilmore, need to be represented by counsel in this litigation; and

WHEREAS, on April 12, 1993, RFP #023-93 was issued to competitively solicit such representation, which resulted in 17 proposals being received by the required due date; and

WHEREAS, these proposals were evaluated in accordance with the criteria contained in the RFP and the firm of McGee, Lafayette, Willis & Greene ("the Firm") was determined to be the most advantageous offeror to the SFHA, price and other factors considered; and

WHEREAS, exigent circumstances such as a short time frame for responding to the pleadings, initiation of discovery and other motions by plaintiff, required the SFHA to immediately select and retain counsel and the Executive Director selected and provisionally retained the Firm; and

WHEREAS, the funds will be made available through a revision to the operating budget for the 1992-93 fiscal year;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission ratifies the Executive Director's action to select and retain the firm of McGee, Lafayette, Willis & Greene and authorizes the Executive Director to enter into a litigation contract in accordance with the proposal in an amount not to exceed $100,000, except as provided for under the Procurement Policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

Commissioner Lillian moved to adopt Resolution No. 4050 and Commissioner Chuck seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4050 was UNANIMOUSLY ADOPTED.

RESOLUTION 4051

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ANGOTTI & REILLY INC. FOR THE SEWER REPLACEMENT WORK AT CAL 1-20, 3850-18TH STREET DEVELOPMENT AND CAL 1-39B, 951 EDDY STREET DEVELOPMENT IN THE AMOUNT OF $108,151.00

WHEREAS, on February 16, 1993, the Authority advertised for bids for the Sewer Replacement work at CAL 1-20, 3850-18th Street Development, and CAL 1-39B, 951 Eddy Street Development in San Francisco, California; and

WHEREAS, on March 16, 1993, three (3) bids were received as follows:

Bidder	Bid Amount
1. Angotti & Reilly, Inc.	$ 108,151.00
2. United Builder Company	$ 129,000.00
3. E. Mitchell Inc.	$ 178,400.00

WHEREAS, the Authority has evaluated the bids and determined that Angotti & Reilly Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program and in the 1992 Community Development Block Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Angotti & Reilly Inc. in the amount of $108,151.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Lillian stated he would abstain from voting on this resolution as his company is currently bidding on public toilets in San Francisco and Angotti & Reilly, Inc. is a competitor.

In response to a query from President Boileau, it was noted that Angotti & Reilly, Inc. are signatory to an apprenticeship program.

Commissioner Reen moved to adopt Resolution No. 4051 and Vice-President Drypolcher seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
ABSTAIN:	Lewis Lillian, Commissioner
EXCUSED:	Carlene Williams, Commissioner

Resolution No. 4051 was ADOPTED.

RESOLUTION (b)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH BERKELEY BUILDERS, INC. FOR REPAIR OF EARTHQUAKE DAMAGE AND PARTIAL SEISMIC RETROFIT WORK AT PROJECT CAL 1-21, CLEMENTINA TOWERS IN THE AMOUNT OF $197,294.00

President Boileau moved to table Resolution (b) to the end of today's agenda because of questions he had regarding this company's apprenticeship program. Commissioner Lillian seconded the motion. motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner

The motion to table Resolution (b) to the end of today's agenda was UNANIMOUS.

RESOLUTION NO. 4052

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH KODAMA ASSOCIATES FOR CENTRAL WAREHOUSE RE-DESIGN SERVICES IN AN AMOUNT NOT TO EXCEED $25,000.00

WHEREAS, the Authority solicited for architectural services to re-design the central warehouse in full and open competition pursuant to Request for Proposals (RFP) number 015-93; and

WHEREAS, the Authority received responses from ten architectural firms by the due date and time published in the RFP; and

WHEREAS, a four member review panel was convened to evaluate each proposal in accordance with the criteria published in the RFP and to interview the top rated firms; and

WHEREAS, based on the final evaluation scores subsequent to both the written and oral presentations, the review panel determined that Kodama Associates, a small minority-owned business enterprise, could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award a contract to Kodama Associates; and

WHEREAS, funding for the services described above has been approved as part of the Authority's Comprehensive Improvement Assistance Program (CIAP) grant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Kodama Associates in an amount not to exceed $25,000.00 for warehouse architectural design services, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Lillian moved to adopt Resolution No. 4052 and Vice-President Drypolcher seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner

Resolution No. 4052 was UNANIMOUSLY ADOPTED.

RESOLUTION NO. 4053

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE GIRLS AFTER SCHOOL ACADEMY FOR AFTER-SCHOOL SERVICES IN AN AMOUNT NOT TO EXCEED $45,000.00

WHEREAS, the San Francisco Women's Center/Women's Building has sponsored and provided funding to provide educational, health, vocational, and personal growth related services to at-risk girls in public housing; and

WHEREAS, said funding has been designated for use by the Girls After School Academy (GASA) to provide the required services; and

WHEREAS, this project is a collaboration between the San Francisco Women's Centers and the

Authority to provide services to girls in the Sunnydale Housing Development; and

WHEREAS, due to the allocation of funding specifically to GASA by the San Francisco Women's Center/Women's Building, the Authority may certify that this is a sole source procurement in accordance with applicable regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the services described herein are available as part of the Drug Elimination Program grant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract with GASA to provide supplemental funding for a girls after-school program in an amount not to exceed $45,000.00 through December 31, 1993, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Shaw moved to adopt Resolution No. 4053 and Commissioner Chuck seconded the motion.

Participating in the meeting were several young women who are enrolled in the Girls After School Academy (GASA) program who spoke on the benefits of the program. Also in attendance was Michelle Littlefield of Sunnydale and GASA Director Barbara Murchison, who stated how important this program is to the young women who reside at Sunnydale.

The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner

Resolution No.4053 was UNANIMOUSLY ADOPTED.

At this point, President Boileau turned the meeting over to Vice-President Drypolcher in order to speak with Acting Secretary Carol Wilkins.

RESOLUTION NO. 4054

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE FOR FLEET VEHICLE REPAIRS AND MAINTENANCE WITH VARIOUS REPAIR SHOPS IN AN AMOUNT NOT TO EXCEED $45,000.00 DURING THE REMAINDER OF FISCAL YEAR 1992-1993

WHEREAS, the Authority procures vehicle repairs and maintenance services from a number of small, local automotive repair shops throughout the City and County of San Francisco, including some that are minority and women-owned business enterprises; and

WHEREAS, the automotive repair shops being utilized by the Authority include the following:

- A & C Auto Clinic
- A.A. Quality Auto Repairs (MBE)
- Atlas Transmission (MBE)
- California Fleet Works (WBE)
- Gage Automotive
- George's Brake and Front End
- J & S Auto Shop (MBE)

WHEREAS, the Authority requires an increase in the amount of funding allocated due to an increase in the number of vehicles in service, and to continue its fleet maintenance program; and

WHEREAS, these services are solicited in compliance with small purchasing procedures under procurement regulations at 24 CFR, Part 85.36; and

WHEREAS, funding for the aforementioned services is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the encumbrance for fleet repairs and maintenance services with various vendors in an amount not to exceed $45,000.00 during the remainder of fiscal year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Reen moved to adopt Resolution No. 4054 and Commissioner Shaw seconded the motion. The vote was:

AYES: William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner

Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4054 was ADOPTED.

(President Boileau did not vote on this resolution as he was in a discussion with Acting Secretary Carol Wilkins when the vote was taken.)

RESOLUTION NO. 4055

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH MORRIS, DAVIS & CHAN, CERTIFIED PUBLIC ACCOUNTANTS, IN AN AMOUNT NOT TO EXCEED $33,500.00

WHEREAS, the Authority retained the services of Morris, Davis & Chan, in full and open competition, to audit its financial statements for Fiscal Year 1990-91; and

WHEREAS, the Office of Inspector General (OIG) conducted a more comprehensive audit of the agency as a whole that included a review of the Authority's financial statements for Fiscal Year 1990-91, and published several findings related to the Authority's financial reporting and accounting procedures based thereon; and

WHEREAS, the nature of said OIG audit findings require an objective and accurate response thereto; and

WHEREAS, the services required for an appropriate response to the OIG findings will necessitate additional audit work over and above the original amount contracted for in the agreement with Morris, Davis & Chan; and

WHEREAS, funding for said services is available as part of the operating budget and Section 8 administrative fees for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Morris, Davis & Chan to provide additional audit services related to the OIG audit report in an amount not to exceed $33,500.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Reen moved to adopt Resolution No. 4055 and Commissioner Shaw seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner

Resolution No. 4055 was UNANIMOUSLY ADOPTED.

RESOLUTION NO. 4056

RESOLUTION DESIGNATING JUNE 10, 1993 AS THE
ANNUAL MEETING DATE FOR THE FISCAL YEAR 1992-1993

WHEREAS, Section I of the By-laws requires that the annual meeting of the Authority shall be held on the 4th Thursday of May, or such other time as designated by a 2/3 majority vote of the Commissioners at the regular meeting place; and

WHEREAS, the Commission wishes to designate June 10, 1993 as the annual meeting date for fiscal year 1992-1993;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission designates the annual meeting date as June 10, 1993 for Fiscal Year 1992-93.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Chuck moved to amend the resolution that the June 10, 1993 date be approved and that a secret ballot be taken for the election. President Boileau seconded the motion to amend.

The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner

Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

The motion to amend the resolution was UNANIMOUS.

Commissioner Lillian moved to adopt Resolution No. 4056 and Commissioner Shaw seconded the motion.

The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4056 as amended was UNANIMOUSLY ADOPTED.

At this point, Vice-President Drypolcher turned the meeting back over to President Boileau.

RESOLUTION NO. 4057

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH BERKELEY BUILDERS, INC. FOR REPAIR OF EARTHQUAKE DAMAGE AND PARTIAL SEISMIC RETROFIT WORK AT CAL 1-21, CLEMENTINA TOWERS DEVELOPMENT IN THE AMOUNT OF $197,294.00

WHEREAS, on December 1, 1992, the Authority advertised for bids for the Repair of Earthquake Damage and Partial Seismic Retrofit work at CAL 1-21, Clementina Towers Developement.

WHEREAS, on December 22, 1992, six (6) bids were received as follows:

Bidder	Bid Amount
1. Berkeley Builders, Inc.	$ 197,294.00
2. Bay Construction Company	$ 245,628.00
3. N & R Construction Inc.	$ 246,295.00
4. Guan Han Jie Construction Company	$ 249,000.00
5. RPB Construction Inc.	$ 294,950.00
6. MLS Construction	$ 297,818.00

WHEREAS, the Authority has evaluated the bids and determined that Berkeley Builders, Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Berkeley Builders, Inc. in the amount of $197,294.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/13/93
Date

Commissioner Reen moved to adopt Resolution No. 4057 and Commissioner Chuck seconded the motion.

President Boileau stated he had concerns regarding the contractor's and subcontractor's compliance with the training and apprenticeship requirements.

After the contractor responded to direct questions from the Commissioners regarding apprentice and union affiliation programs, a motion was made to table this resolution.

The vote was:

AYES:	William C. Drypolcher, Vice President Albert J. Reen, Commissioner Reverend Harry Chuck, Commissioner
NAYS:	Reverend Clarence L. Shaw, Commissioner
ABSTAIN:	Robert J. Boileau, President Lewis Lillian, Commissioner
EXCUSED:	Carlene Williams, Commissioner

This vote to table did not pass.

Discussion ensued and the contractor offered to withdraw his bid to allow the next lowest bidder to be awarded the contract. After further discussion, it was decided that a vote be taken.

The vote was:

AYES:	William C. Drypolcher, Vice President Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	Robert J. Boileau, President

ABSTAIN: Reverend Harry Chuck, Commissioner

EXCUSED: Carlene Williams, Commissioner

Resolution No. 4057 was ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 13, 1993 adjourned at 6:15 p.m. The next regular meeting has been scheduled for May 27, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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May 24, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, May 27, 1993 at 440 Turk Street, San Francisco, California.

The Commission will adjourn into closed session to instruct its Executive Director concerning discussions with employee organizations regarding salaries, fringe benefits and other related topics. This closed session is authorized under Government code section 54957.6.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MAY 27, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, May 27, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution authorizing the Executive Drector to increase the encumbrance for the procurement of stoves and refrigerators from Frigidaire in an amount not to exceed $135,000.00 for the remainder of Fiscal Year 1992-93.

(b) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with Operation Contact, Inc. for Youth Enrichment Program Services in an amount not to exceed $60,000.00.

(c) Resolution - Resolution authorizing the Executive Director to revise the Transfer Policy Section of the Tenant Admission and Continued Occupancy Policy.

12. ADJOURNMENT:

The Commission will adjourn into closed session to instruct its Executive Director concerning discussions with employee organizations regarding salaries, fringe benefits and other related topics. This closed session is authorized under Government code section 54957.6.

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, May 27, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, May 27, 1993 at 4:05 p.m.

Commissioner Boileau called the meeting to order at 4:07 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William C. Drypolcher, Vice President
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

EXCUSED: Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Vice-President Drypolcher moved to approve the Agenda for May 27, 1993 and Commissioner Reen seconded the motion.

The Agenda of May 27, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Ofelia Vallejo, 25 Sanchez Street Development
Irene Rodriquez, 25 Sanchez Street Development
David Jaramillo, 25 Sanchez Street Development
Steven Guffy, 430 Turk Street Development
Tiki Hadley, Alemany Development
Jewel Green, Hunter's View

Ruby Foots
Hasinah Rahim, Hayes Valley Development
Shirley Dorton, Sunnydale Development
Victoria L. Wilson

4. APPROVAL OF MINUTES:

Commissioner Shaw moved to approve the Minutes of the May 13, 1993 meeting and Commissioner Lillian seconded the motion. President Boileau motioned to amend the minutes to show that on Resolution 4047, the contract is for current work only, not future work.

The Minutes of the meeting held May 13, 1993 as amended were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

President Boileau announced that he received a copy of a letter addressed to Mayor Jordan from the Lower Haight Neighborhood Merchants Association, requesting "the speedy removal" of the Hayes Valley North development, calling it "a blight on the area". Vice-President Drypolcher remarked that real estate agents have been advising their clients, who are homeowners in the Hayes Valley North area, that the development is scheduled to be demolished and turned over to the public housing residents, and that he has corrected this misinformation whenever it comes to his attention.

President Boileau said he received a communication from Local 790, which he referred to staff.

Commissioner Shaw said that he was disappointed that no one brought to the Commission's attention the fact that the PHTA election (which was scheduled for May 26), did not take place. He also presented a document which described the negotiated election procedures which was given to him by Dorinda Jones, chair of the election committee. The document was undated and unsubstantiated by signatures attesting to its authenticity. He was told this document was produced by the Housing Authority. He added that many residents complained that they had not seen this document, nor had they signed it. Commissioner Shaw added that he planned to continue his oversight of the election and he forwarded the document to President Boileau, who indicated he would investigate the origin of the document.

David Gilmore stated that troubled housing authorities (HAs) are required by HUD regulations to enter into Memorandum of Agreements (MOA) with HUD which are work-out plans that troubled HAs are required to have, aimed at getting off the troubled list. These MOAs were in effect before the Public Housing Management Assessment Program (PHMAP) was implemented. The SFHA has entered into two MOAs with HUD. SFHA Commissioners, City Hall representatives, community leaders and HUD officials came together to meet over issues that HUD has identified as the deficiencies that needed to be remedied. In 1991 one of the deficiencies that HUD found was the fact that there was no formal elections procedure for electing and recognizing representatives of the residents. At this time, it was the belief of HUD that this was, in part, responsible for a fair amount of contentious and dissent, differences of opinions, and struggles between the residents which prevented the residents from actually coming together into an effective and forceful group.

The remedy that was proposed at this meeting at which representatives of the PHTA were present was that we would sit down in a three part group and, in fact, negotiate and produce an elections procedure. The group was eventually expanded to a four part group which included the SFHA, HUD, the PHTA and the Citywide Senior Citizens Council, the latter being added because they felt they were not a part of PHTA and that the end result would affect them. After a series of meetings between representatives of these parties, (the names of which are listed on the document the Commissioner were given) an elections procedures governing the elections at the local and citywide PHTA level was

developed and had the endorsement of at least three of the four parties involved: the SFHA, HUD and Citywide Seniors Citizens Council. Mr. Gilmore stated that he didn't know if PHTA formally agreed to the procedure but they were clearly a part of the negotiating process and the end result was a majority agreement. That document was included in a MOA which was passed by the Commission in June 1991. The elections procedure has the formal endorsement of the Commission and it has the formal acceptance and approval of HUD and is the procedure under which this HA is duty bound to use to determine whether it can or does recognize any representative resident organization. However, it does not bind them to use only these procedures if there are other procedures they wish to follow, but it binds them to use this procedure if they wish to receive recognition by this agency. This procedure was negotiated with the full participation of the people on the list, whether it has the full endorsement of PHTA or not they are bound by it, as we are, if they want to be recognized by this HA. And it was well distributed to all of the local organizations, and was used at last year's PHTA elections.

Mr. Gilmore stated that this document was not produced by the HA, but was the result of the four-part group that met in 1991. This document was part of the HUD requirement and until it is amended it is the document approved by the Commission and we are bound to follow it.

Commissioner Shaw requested a copy of the MOA, and he stated that he has serious problems with the negotiated election procedure since all parties do not agree on the process. Some discussion ensued.

President Boileau stated that he and Commissioner Shaw will meet to discuss the problem since he recalls that in 1991, he was not favorably impressed with the procedure.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, said that he had the privilege to present testimony in Washington D.C. on May 11 before the Senate Banking Subcommittee on Housing on behalf of the SFHA and the National Association for Housing and Redevelopment Officials (NAHRO), and again on May 20 before the Senate Appropriations Committee. His testimony included his experience with the turnaround of a distressed public housing authority, and his experiences with the National Commission of Severely Distressed Housing Authorities where he was a member of the commission. He said that speaking at these meetings was an extraordinary experience and that his appearance may be very helpful to public housing authorities as the federal budget is prepared.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine Chavis stated she submitted her report in writing. She also reminded the Commission that they would be adjourning into closed session concerning the Executive Director's discussions with employee organizations regarding salaries, fringe benefits and other related topics. This closed session is authorized under Government code section 54957.6.

9. TENANT REPRESENTATIVE REPORT:

Jewel Green, interim President for PHTA, voiced her complaint regarding the SFHA

staff interfering into PHTA's business. Ms. Green said this is one of reasons the residents are arguing among themselves and the reason the recently scheduled election did not take place. She requested that the SFHA stay out of the business of PHTA.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

RESOLUTION NO. 4058

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE FOR THE PROCUREMENT OF STOVES AND REFRIGERATORS FROM FRIGIDAIRE IN AN AMOUNT NOT TO EXCEED $135,000.00 FOR THE REMAINDER OF FISCAL YEAR 1992-93

WHEREAS, the Authority currently has a contract with Frigidaire Company to provide stoves and refrigerators to the agency on an as-needed basis; and

WHEREAS, the Commission authorized funding for the purchase of said appliances from Frigidaire in the amount of $300,000.00 at the beginning of the fiscal year pursuant to Resolution number 3953; and

WHEREAS, based on current usage patterns and the anticipated need for appliances at the Alemany Housing Development, the authorized spending level will be exhausted by mid-June, and therefore, needs to be increased to continue providing stoves and refrigerators to residents in a timely manner; and

WHEREAS, funding to increase the encumbrance for the procurement of additional stoves and refrigerators is available as part of the Authority's operating budget and Comprehensive Improvement Assistance Program (CIAP) grant for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the encumbrance for the procurement of stoves and refrigerators from Frigidaire Company in an amount not to exceed $135,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

05/27/93
Date

Commissioner Reen moved to adopt Resolution No. 4058 and Commissioner Lillian seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Reverend Harry Chuck, Commissioner Carlene Williams, Commissioner

Resolution No. 4058 was UNANIMOUSLY ADOPTED.

RESOLUTION NO. 4059

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH OPERATION CONTACT, INC. FOR YOUTH ENRICHMENT PROGRAM SERVICES IN AN AMOUNT NOT TO EXCEED $60,000.00

WHEREAS, the Authority solicited for youth enrichment program services at its Hayes Valley Housing Development in full and open competition pursuant to Request for Proposals (RFP) number 016-93; and

WHEREAS, the Authority solicited for the required services in small and minority business oriented publications and mailed over fifty RFPs to prospective service providers in San Francisco and nearby localities, and received proposals from two respondents, Operation Contact and Sun Electric Systems; and

WHEREAS, a review panel consisting of residents of Hayes Valley and Authority staff evaluated the proposals which resulted in Operation Contact being selected as the respondent that could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should proceed with a contract award to Operation Contact; and

WHEREAS, funding for the services described herein are available as part of the Drug Elimination Program (DEP) grant for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and execute a contract with Operation Contact for youth enrichment program services at the Hayes Valley Housing Development in an amount not to exceed $60,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

05/27/93
Date

Commissioner Shaw moved to adopt Resolution No. 4059 and Commissioner Reen seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Reverend Harry Chuck, Commissioner Carlene Williams, Commissioner

Resolution No. 4059 was UNANIMOUSLY ADOPTED.

Resolution (c)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE TRANSFER POLICY SECTION OF THE TENANT ADMISSION AND CONTINUED OCCUPANCY POLICY

WHEREAS, the San Francisco Housing Authority receives and evaluates many requests for transfers from existing residents; and

WHEREAS, the Voluntary Compliance Agreement (VCA) between SFHA and HUD targets 60% of new vacant units for transfer use; and

WHEREAS, despite the transfer targets set forth in the VCA, the number of requests for transfer far exceeds the number of apartments available; and

WHEREAS, to ensure equity in the assignment of transfers, the SFHA has proposed Transfer Policy revisions to the Tenant Admission and Continued Occupancy Policy which establish guidelines for Priority Transfer, Standard Transfer and VCA Transfer; and

WHEREAS, the Transfer Policy also provides assignment guidelines, including where transfer applicants are assigned and how quickly these assignments will take place; and

WHEREAS, the Transfer Policy establishes an automatic review/appeal process for Priority Transfer requests.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Transfer Policy attached at Exhibit A is hereby adopted.

2. The Executive Director/Secretary is authorized to amend the SFHA's Policy Governing Tenant Admission and Continued Occupancy and the SFHA's Administrative Plan to reflect the new Transfer Policy.

3. This resolution is provisionally effective subject to a 30 day comment period, at which time the Transfer Policy will become final.

Mr. Gilmore requested that this resolution, which revises the Tenant Admission and Continued Occupancy Section of the Transfer Policy and establishes a Priority Transfer catagory, offering immediate assistance and choice for locations, be accepted and placed on the table in order to post a 30-day comment period.

Karen Moone, Deputy Executive Director of Management Operations, also noted that the current transfer policy is being reviewed, but these issues are so important that they are being handled separately.

Discussion ensued and in response to inquiries to the Commission, it was noted that standard voluntary transfers will continue and are being accomodated. This revision is to one section of the transfer policy only and it concerns a need that must be dealt with quickly.

This policy change would also include the following:

- Establishment of a Priority Transfer category which offers immediate (within 48 hours) assistance and choice of available locations, including available Section 8 Certificates.

- A Priority Transfer Review Committee comprised of residents and staff for review of requests for Priority Transfers which have been initially denied by the Eligibility Manager. The Review Committee has the authority to overrule the initial denial, and approve Priority Transfers.

The categories for priority transfers would be:

- Victim Witness
- Domestic Violence
- Emergency Security (included battery, assault, emotional trauma)
- Emergency Medical
- Fire, flood (unit is uninhabitable and unavailable to the family for more than 72 hours)

Vice-President Drypolcher moved to table Resolution (c) for not less than 30 days and Commissioner Reen seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Lewis Lillian, Commissioner Albert J. Reen, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Reverend Harry Chuck, Commissioner Carlene Williams, Commissioner

The motion to table Resolution (c) for not less than 30 days was UNANIMOUS.

At this point in the meeting, David Gilmore requested that the Secretary's Report be reopened for some brief comments.

He introduced several youth participating in Operation Contact. The youth expressed their interest in, and appreciation for, the program.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 27, 1993 adjourned at 5:28 p.m. to Executive Session. The next regular meeting and the annual meeting has been scheduled for June 10, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JUNE 10, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, June 10, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution authorizing the Executive Director to enter into a contract with Hy-Tech Elevator Services for the modernization of elevators located at Development Cal 1-18(1), John F. Kennedy Towers in the amount of $263.500.

(b) Resolution - Resolution authorizing the Executive Director to enter into a contract with Hy-Tech Elevator Services for the modernization of elevators located at Cal 1-18(5), Rosa Parks Senior Apartments in the amount of $287.840.

(c) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Marquis Associates to provide additional architectural services at the Sunnydale Housing Development, Cal 1-3 in the amount of $19,860.

(d) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Rosenberg McGinnis, AIA, Inc. to provide architectural services to prepare construction documents and provide construction administration for roofing and waterproofing at North Beach, Cal 1-11, in the amount of $25,000.

(e) Resolution - Resolution authorizing the Executive Director to enter into a contract with Hawk Engineers, Inc. to provide engineering services to investigate and evaluate the sewer systems at Potrero Terrace, Cal 1-2, and Potrero Annex, Cal 1-10 in the amount of $71,988.

(f) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Rosenberg McGinnis, AIA, Inc. for the amount of $172,505.00 to provide second phase architectural roofing and waterproofing services at thirteen developments: Westside Courts, Cal 1-8; Mission Dolores, Cal 1-18(13); 990 Pacific, Cal 1-19(1); 25 Sanchez, Cal 1-31; 491 - 31st Avenue, Cal 1-37; Potrero Annex, Cal 1-10; Y.B. Plaza East, Cal 1-18(2); Hayes Valley, Cal 1-18(7); 1750 McAllister, Cal 1-19(2); 320-330 Clementina, Cal 1-21; 1760 Bush, Cal 1-32; 363 Noe, Cal 1-34; 200 Randolph, Cal 1-34.

(g) Resolution - Resolution authorizing the Executive Director to extend the purchase agreement with Applied Pest Management for extermination services in an amount not to exceed $20,000.

(h) Resolution - Resolution authorizing the Executive Director to execute a purchase order for the procurement of space heaters in an amount not to exceed $18,000.

(i) Resolution - Resolution authorizing the Executive Director to execute purchase orders for the procurement of personal computers in an amount not to exceed $30,000.

(j) Resolution - Resolution Authorizing the Executive Director to execute a purchase order for the procurement of floor stripper and floor wax in an amount not to exceed $26,000.

(k) Resolution - Resolution ratifying liability and lead-based paint insurance coverage provided by the Housing Authority Risk Retention Group in an amount not to exceed $170,321.92.

(l) Resolution - Resolution authorizing the Executive Director to execute a purchase order for the procurement of photo electric smoke detectors in an amount not to exceed $15,000.

(m) Resolution - Resolution authorizing the Executive Director to execute a purchase order for the procurement of grab bars in an amount not to exceed $45,000.00 from Purves Supply.

12. ADJOURNMENT:

The Commission will adjourn into closed session to discuss Dow Builders vs. SFHA, Superior Court Case No. 935053 and No. 940422, and related threatened litigation pursuant to Government Code 54956.9a and b.

Karen M. Moore

for David Gilmore
Secretary/Executive Director

6/10/93

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, June 10, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, June 10, 1993 at 4:22 p.m.

1. ROLL CALL:

The meeting was called to order by President Boileau.

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

EXCUSED: Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Shaw moved to approve the Agenda for June 10, 1993 and Commissioner Lillian seconded the motion.

The Agenda of June 10, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Juanita Marshall, Plaza East Development
Nosisi Mbuli, Potrero Hill Development
Eva Mae Williams, Robert B. Pitts Plaza Development
Theresa Coleman, Westbrook Development
Elsa Hernandez, Alemany Development (representing Elsa Urrutia)
England G. Winston, Alemany Development
Victoria L. Wilson
Cynthia Wheeler, Alemany Development
Tiki Hadley, Alemany Development
Jewel Green, Hunters View Development
Sharon Green, Hunters View Development
Brenda Alexander, Hunters View Head Start Program
Debra Johnson, Hunters View Development
Alice Richardson, Hunters View Development

Lupe Mendez, Alemany Development
Karen Huggins, Potrero Hill Development
Steven Guffy, 430 Turk Street Development
Bob B. Lin, Housing Assistant
Christine Neal, Alice Griffith Development
Sharon Brooks, Alemany Development
Thelma Phillips
Cora L. Barnes, 1750 McAllister Development
Ann Ingle, Hayes Valley South Development

President Boileau adjourned the meeting at 4:55 p.m. upon Commissioner Williams' arrival, in order to reconvene the annual meeting. President Boileau reconvened the regular meeting at 5:05 p.m.

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to approve the Minutes of the May 27, 1993 meeting and Commissioner Lillian seconded the motion.

The Minutes of the meeting held May 27, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

President Boileau read for the record a letter from Iesha Pinkey, who is a resident in the Sunnydale Development. The letter reads as follows:

"May 26, 1993

San Francisco Housing Commissioners
San Francisco Housing Commission
440 Turk Street
San Francisco, CA 94110

Dear Commissioners;

My name is Iesha Pinkney and I am writing to you because I was forced to. Just kidding. I'm writing because I want to thank you for listening to the people who represented the Girls After School Academy (GASA). We really appreciate the money that you have given us to continue our program. It shows us that you really do care about the girls of the future. I would like to say also, that the experience was fun and educational. I say that because I got to see how the commission runs or the government runs. I hope to see you again under different circumstances.

Always,
Your Friend,

/s/ Iesha Pinkney

IP/rvp
cc: Mr. David Gilmore
Deborah Whittle"

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Chuck reported that the Site and Design Committee met and were briefed by staff on matters which are reflected on today's Agenda.

8. REPORT OF COUNSEL:

Geraldine Chavis stated that her report was submitted in writing. She added that in addition to the cases of Dow Builders, Inc. vs. SFHA, Case No. 935053 and Case No. 940422, she wanted to expand the Executive Session to include the case of Nguyen et. al. vs. SFHA, Federal Court Case No. CP31127JPV and Personnel Matters under Government Code 54957. The Executive Session is authorized to hear these cases under Government Code No. 54956.9a.

9. TENANT REPRESENTATIVE REPORT:

Tiki Hadley, President, Alemany Development Tenant Association, stated that Christine Neal, Vice-President and Jewel Green, interim President of PHTA, asked her to read the Tenant Representative Report. She read the following message:

"Dear Mr. Boileau:

We hereby request that the keys to the PHTA facility at 1111 Buchanan, and the PHTA checkbook and PHTA journals and ledgers and all relevant financial records be given to Ms. Christine Neal, elected Vice-President of PHTA and Ms. Jewel Green, the appointed interim President of PHTA so that PHTA may conduct it's business.

Furthermore, we request that the staff of the SFHA cease and desist it's ongoing and illegal interference with PHTA business in general, and in particular by holding closed meetings at 440 Turk Street, with tenants selectively chosen by the staff on matters of concern to PHTA.

We hereby inform you that Christine Neal and Jewel Green are the only persons authorized by PHTA to make PHTA reports to the SFHA Commission."

10. UNFINISHED BUSINESS:

None.

Commissioner Reen left the meeting at this time.

11. NEW BUSINESS:

RESOLUTION NO. 4060

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HY-TECH ELEVATOR SERVICES FOR THE MODERNIZATION OF ELEVATORS LOCATED AT DEVELOPMENT CAL 1-18(1), JOHN F. KENNEDY TOWERS IN THE AMOUNT OF $263,500.

WHEREAS, on May 4, 1993, the Authority advertised for bids for the Modernization of Elevators at CAL 1-18(1), John F. Kennedy Towers housing development; and

WHEREAS, on May 19, 1993 four (4) bids were received as follows:

Bidders	Bid Amount
1. Hy-Tech Elevator Services	$263,500.00
2. United States Elevator Company	$273,000.00
3. Millar Elevator Service Company	$329,820.00
4. Millard Tong Construction Company	$334,522.00

WHEREAS, the Authority has evaluated the low bid and determined that Hy-Tech Elevator Service Company's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Hy-Tech Elevator Service Company in the amount of $263,500.00.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Lillian moved to adopt Resolution No. 4060 and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

ABSENT FOR VOTING: Albert J. Reen, Commissioner

Resolution No. 4060 was ADOPTED.

RESOLUTION NO. 4061

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HY-TECH ELEVATOR SERVICES FOR THE MODERNIZATION OF ELEVATORS LOCATED AT DEVELOPMENT CAL 1-18(5), ROSA PARKS SENIOR APARTMENTS IN THE AMOUNT OF $287,840.

WHEREAS, on May 4, 1993, the Authority advertised for bids for the Modernization of Elevators at CAL 1-18(5), Rosa Parks Senior Apartments housing development; and

WHEREAS, on May 19, 1993 five (5) bids were received as follows:

Bidders	Bid Amount
1. Hy-Tech Elevator Services	$287,840.00
2. Millard Tong Construction Company	$315,070.00
3. Standard Elevator Company	$325,000.00
4. Millar Elevator Service Company	$328,955.00
5. United States Elevator Company	$338,000.00

WHEREAS, the Authority has evaluated the low bid and determined that Hy-Tech Elevator Service Company's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Hy-Tech Elevator Service Company in the amount of $287,840.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Chuck moved to adopt Resolution No. 4061 and Commissioner Lillian seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4061 was ADOPTED.

RESOLUTION NO. 4062

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH MARQUIS ASSOCIATES TO PROVIDE ADDITIONAL ARCHITECTURAL SERVICES AT THE SUNNYDALE HOUSING DEVELOPMENT, CAL 1-3 IN THE AMOUNT OF $19,860.

WHEREAS, the Authority by Resolution Number 3719 authorized a contract with Marquis Associates to provide architectural consulting services for the Sunnydale development, CAL 1-3; and

WHEREAS, this firm is completing their authorized work in a professional and responsive manner; and

WHEREAS, additional architectural consulting services are required to increase the total number of 3 bedroom apartments by combining less needed 2 bedroom apartments to serve the current demand for larger apartments at Sunnydale; and

WHEREAS, Marquis Associates has proposed a fee of $19,860 to provide these services as an amendment to their existing contract; and

WHEREAS, this fee is reasonable for the work involved and is within funding available in the CA-1-919 CIAP budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Marquis Associates for the price of $19,860.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Lillian moved to adopt Resolution No. 4062 and Commissioner Shaw seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4062 was ADOPTED.

RESOLUTION NO. 4063

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ROSENBERG MCGINNIS, AIA, INC. TO PROVIDE ARCHITECTURAL SERVICES TO PREPARE CONSTRUCTION DOCUMENTS AND PROVIDE CONSTRUCTION ADMINISTRATION FOR ROOFING AND WATERPROOFING AT NORTH BEACH, CAL 1-11, IN THE AMOUNT OF $25,000.

WHEREAS, chronic building leaks exist at the North Beach development; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CIAP CA 1-919 Budget to address this problem; and

WHEREAS, the Authority by Resolution No. 3632 selected Rosenberg McGinnis, AIA, Inc. to provide architectural services for waterproofing; and

WHEREAS, additional services are now required to further address building leaks at North Beach, CAL 1-11, now that testing for lead-based paint has been completed; and

WHEREAS, Rosenberg McGinnis, AIA, Inc. has proposed a fee of $25,000 to provide these services as an amendment to their existing contract; and

WHEREAS, this fee is reasonable for the work involved and within the funding available in the CIAP CA 1-919 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to execute a contract amendment for said work to Rosenberg McGinnis, AIA, Inc. in the amount of $25,000.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Chuck moved to adopt Resolution No. 4063 and Vice-President Drypolcher seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4063 was ADOPTED.

RESOLUTION NO. 4064

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HAWK ENGINEERS, INC. TO PROVIDE ENGINEERING SERVICES TO INVESTIGATE AND EVALUATE THE SEWER SYSTEMS AT POTRERO TERRACE, CAL 1-2; AND POTRERO ANNEX, CAL 1-10 IN THE AMOUNT OF $71,988.

WHEREAS, chronic sewer problems continue at Potrero Terraces and Potrero Annex; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the Comp Grant 1992 Budget to address these problems; and

WHEREAS, an engineer will be required to assist in this effort; and

WHEREAS, the Authority advertised for these services, reviewed the proposals submitted by three firms and determined that Hawk Engineers, Inc., is the most qualified respondent based on the evaluation factors in the solicitation; and

WHEREAS, Hawk Engineers, Inc., has proposed a fee of $71,988 to provide services evaluation and investigation of chronic sewer problems; and

WHEREAS, this fee is within the funding available in the Comp Grant 1992 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Hawk Engineers, Inc. in the amount of $71,988.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Vice-President Drypolcher moved to adopt Resolution No. 4064 and Commissioner Chuck seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4064 was ADOPTED.

RESOLUTION NO. 4065

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ROSENBERG MCGINNIS, AIA, INC. FOR THE AMOUNT OF $172,505. TO PROVIDE ARCHITECTURAL SERVICES TO PREPARE CONSTRUCTION DOCUMENTS AND PROVIDE CONSTRUCTION ADMINISTRATION FOR ROOFING AND WATERPROOFING AT FIVE DEVELOPMENTS: WESTSIDE COURTS, CAL 1-8; MISSION DOLORES, CAL 1-18(13); 990 PACIFIC, CAL 1-19(1); 25 SANCHEZ, CAL 1-31; AND 491 31ST AVENUE, CAL 1-37; AND TO PROVIDE ARCHITECTURAL SERVICES FOR INVESTIGATION AND EVALUATION OF ROOFING AND WATERPROOFING PROBLEMS AT EIGHT DEVELOPMENTS: POTRERO ANNEX, CAL 1-10; Y.B. PLAZA EAST, CAL 1-18(2); HAYES VALLEY, CAL 1-18(7); 1750 MCALLISTER, CAL 1-1992); 320-330 CLEMENTINA, CAL 1-21; 1760 BUSH, CAL 1-32; 363 NOE, CAL 1-34;200 RANDOLPH, CAL 1-34.

WHEREAS, chronic building leaks continue at thirteen Authority developments; and

WHEREAS, architectural services are required to assist in the identification of the sources of

these leaks, the development of appropriate remedies for these problems and technical support during the correction of these problems; and

WHEREAS, the Authority identified Rosenberg McGinnis, AIA, Inc. to provide these services and by Resolution No. 4035, authorized a contract for the first phase of this effort to investigate and recommend solution for five of these developments; and

WHEREAS, with the completion of the first phase of this effort, a contract amendment is required to authorize the consultant to proceed with the second phase to assist in the correction of the identified problems at the first five developments and to proceed with evaluations and recommendations for the remaining eight developments; and

WHEREAS, Rosenberg McGinnis, AIA, Inc. has provided a proposal of $172,505 to provide the second phase services noted above as an amendment to their existing contract; and

WHEREAS, this fee is within the funding available in the 1992 Comp Grant Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to execute a contract amendment for said work to Rosenberg McGinnis, AIA, Inc. in the amount of $172,505.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Lillian moved to adopt Resolution No. 4065 and Commissioner Shaw seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4065 was ADOPTED.

RESOLUTION NO. 4066

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXTEND THE PURCHASE AGREEMENT WITH APPLIED PEST MANAGEMENT FOR EXTERMINATION SERVICES IN AN AMOUNT NOT TO EXCEED $20,000.

WHEREAS, the Authority has established plans to provide extermination services on an in-house basis; and

WHEREAS, no major bids for extermination were planned in anticipation of start up of the in-house extermination crew, opting instead for smaller extermination requisitions on an as-needed basis; and

WHEREAS, the emergency nature of this extermination need required immediate assignment of qualified exterminators despite the lack of approved requisition; and

WHEREAS, Applied Pest Management, a licensed extermination firm performed extermination services at the request of SFHA Management Staff in the amount of $15,000 above amounts approved by requisition; and

WHEREAS, a bid for extermination services has been issued with a due date of June 14, 1993. Contract(s) issued from this bid will provide extermination services until the in-house extermination crew can begin operation; and

WHEREAS, additional emergency extermination services in the amount of $5,000 are projected to be necessary until the bid contract is issued;

WHEREAS, funding is available as part of the Authority's operating budget for Fiscal Year 1992-1993.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend the purchase agreement with Applied Pest Management in an amount not to exceed $20,000.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Chuck moved to adopt Resolution No. 4066 and Commissioner Lillian seconded the motion. The vote was:

AYES:

Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS: None

EXCUSED: Carlene Williams, Commissioner

ABSENT FOR VOTING: Albert J. Reen, Commissioner

Resolution No. 4066 was ADOPTED.

RESOLUTION NO. 4067

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PROCUREMENT OF SPACE HEATERS IN AN AMOUNT NOT TO EXCEED $18,000.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of space heaters to be used throughout the agency's housing units; and

WHEREAS, quotations were received from Appliance Parts House, Inc., Rubenstein Supply Co., Cal Steam, Heieck Supply, San Carlos, P. E. O'Hair & Co., Central Builders Supply, Purves Supply Co., Inc. and Santora Sales in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Appliance Parts House, Inc. as the lowest, responsive, responsible bidder for the purchase of space heaters; and

WHEREAS, the funding for this purchase has been approved in the 1992-1993 operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the purchase of space heaters from Appliance Parts House, Inc. in an amount not to exceed $18,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Vice-President Drypolcher moved to adopt Resolution No. 4067 and Commissioner Lillian seconded the motion. The vote was:

AYES: Robert J. Boileau, President
William C. Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Reverend Clarence L. Shaw, Commissioner

NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4067 was ADOPTED.

RESOLUTION NO. 4068

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PROCUREMENT OF PERSONAL COMPUTERS IN AN AMOUNT NOT TO EXCEED $30,000.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of personal computers for use throughout the agency; and

WHEREAS, quotations were received from AT Computer, RamComp, Main Computer Systems, (dba: Computerland of Serramonte), A & M Technologies, TopTek, System Masters Company, Track Computer Center, Business Computer Solutions, Azteq Systems Technologies, Computer House/INFORMATIX, Omnipro Systems, Inc., Professional Computer Support, Silicon Devices, Comart Business Systems, Inc., Digital Computer Exchange and Pioneer Technical Products in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of purchase orders should be made to AT Computer, RamComp and Main Computer Systems, (dba: Computerland of Serramonte) as the lowest, responsive, responsible bidders for the purchase of personal computers; and

WHEREAS, the funding for these purchases is available as part of the 1992-1993 operating budget, Section 8 Administrative fees, and CIAP grant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders for the purchase of personal computers from AT Computer, RamComp and Main Computer Systems (dba: Computerland of Serramonte) in an amount not to exceed $30,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Shaw moved to table the above Resolution and Commissioner Lillian seconded the motion.

The vote was:	**AYES:**	Reverend Clarence L. Shaw, Commissioner
	NAYS:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner
	ABSTAINED:	Lewis Lillian, Commissioner
	EXCUSED:	Carlene Williams, Commissioner
	ABSENT FOR VOTING:	Albert J. Reen, Commissioner

The motion to table did not pass.

Commission Shaw voiced his concern regarding the cost of these computers. He said it is his feeling that the cost could have been reduced if the bid document had been prepared and presented in a different manner. Some discussion ensued, and the vote was taken.

The vote was:

	AYES:	William C. Drypolcher, Vice-President Lewis Lillian, Commissioner Reverend Harry Chuck, Commissioner
	NAYS:	Reverend Clarence L. Shaw, Commissioner
	EXCUSED:	Carlene Williams, Commissioner
	ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4068 was ADOPTED.

RESOLUTION NO. 4069

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF FLOOR STRIPPER AND FLOOR WAX IN AN AMOUNT NOT TO EXCEED $26,000.00 DURING FISCAL YEAR 1992-1993

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of floor stripper and floor wax for use throughout the agency; and

WHEREAS, quotations were received from Economy Sales, Tamaras Supply, Santora Apartment Supply, Products Unlimited, Building Services Technicians and Pace Advance Chemical Systems in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Economy Sales for overall performance, responsiveness, as well as, being a responsible bidder for the supplier of floor stripper and floor wax; and

WHEREAS, the funding for this purchase has been approved in the 1992-1993 operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the purchase of floor stripper and floor wax in an amount not to exceed $26,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Lillian moved to adopt Resolution No. 4069 and Commissioner Shaw seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4069 was ADOPTED.

RESOLUTION NO. 4070

RESOLUTION RATIFYING LIABILITY AND LEAD-BASED PAINT INSURANCE COVERAGE PROVIDED BY THE HOUSING AUTHORITY RISK RETENTION GROUP IN AN AMOUNT NOT TO EXCEED $170,321.92

WHEREAS, Congress enacted a law entitled Risk Retention Amendments of 1986 (hereinafter, "the Act"), codified at 15 U.S.C. 3901-3906, authorizing the formation of risk retention groups by governmental entities such as Public Housing Authorities (PHAs) to cover liabilities associated with their particular type of operations; and

WHEREAS, the HUD Appropriations Act for Fiscal Year 1992 recognized "the Act" by permitting PHAs to secure insurance from nonprofit insurance entities that are controlled and owned by PHAs without regard to competitive solicitation procedures; and

WHEREAS, the Housing Authority Risk Retention Group (HARRG), of which the San Francisco Housing Authority is a participating member, is a nationwide insurance provider meeting the requirements of the HUD Appropriations Act; and

WHEREAS, HARRG has provided insurance coverage in a cost effective and professional manner, and has provided free training and seminars on risk management, loss prevention and control, and maintains a video library for additional training purposes for its member organizations that are specifically targeted to housing authorities; and

WHEREAS, funding for the services described above is available as part of the approved operating budget and Section 8 Administrative fees for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING

AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission ratifies the continuance of liability and lead-based paint insurance coverage from HARRG beginning June 1, 1993, and for the remainder of Fiscal Year 1992-93, in an amount not to exceed $170,321.92, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Vice-President Drypolcher moved to adopt Resolution No. 4070 and Commissioner Shaw seconded the motion. The vote was:

AYES:	Robert J. Boileau, President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	William C. Drypolcher, Vice President
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4070 was ADOPTED.

RESOLUTION NO. 4071

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF PHOTO ELECTRIC SMOKE DETECTORS IN AN AMOUNT NOT TO EXCEED $15,000.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of photo electric smoke detectors for use throughout the agency; and

WHEREAS, quotations were received from City Electric Supply, Professional Police Supply, Diversified Fire Products, Inc., Clarke Industries, Inc., Centennial Distributors, Inc., Sunwest Sales Company, Pacific Auxiliary Fire Alarm, Tamaras Supply and Shasta Hardware & Supply Co., Inc. in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to City Electric Supply as the lowest, responsive, responsible bidder for the supplier of photo electric smoke detectors; and

WHEREAS, the funding for this purchase is available as part of the 1992-1993 operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the purchase of photo electric smoke detectors from City Electric Supply in an amount not to exceed $15,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Lillian moved to adopt Resolution No. 4071 and Vice-President Drypolcher seconded the motion. The vote was:

AYES:	William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	Robert J. Boileau, President
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4071 was ADOPTED.

RESOLUTION NO. 4072

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDER FOR THE PROCUREMENT OF GRAB BARS IN AN AMOUNT NOT TO EXCEED $45,000.00 FROM PURVES SUPPLY

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of grab bars for the 504 implementation projects within various dwelling units; and

WHEREAS, quotations were received from Purves Supply, Heieck Supply, Rubenstein Supply, P. E. O'Hair, Santora Sales, Appliance Parts House, Shasta Hardware, Central Builders and Meyer Plumbing Supply in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Purves Supply as the lowest, responsive, responsible bidder for the purchase of grab bars; and

WHEREAS, the funding for this purchase has been approved through the CDBG for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the purchase of

grab bars from Purves Supply in an amount not to exceed $45,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/10/93
Date

Commissioner Shaw moved to adopt Resolution No. 4072 and Vice-President Drypolcher seconded the motion. The vote was:

AYES:	Robert J. Boileau, President William C. Drypolcher, Vice President Reverend Harry Chuck, Commissioner Lewis Lillian, Commissioner Reverend Clarence L. Shaw, Commissioner
NAYS:	None
EXCUSED:	Carlene Williams, Commissioner
ABSENT FOR VOTING:	Albert J. Reen, Commissioner

Resolution No. 4072 was ADOPTED.

President Boileau said that before adjourning to Executive Session, he wanted to make some comments.

He stated that it struck him as interesting that there was no public comment on Resolutions (a) through (m), which involved the spending of hundreds of thousands of dollars being spent on the resolutions appearing on today's agenda.

President Boileau also responded to the request read during the Tenant Representative Report for various PHTA items (keys, checkbook, journals, ledgers and financial records) by noting that the requested items are not in his possession.

Commissioner Shaw read the following letter from Juanita Marshall, President of the Plaza East Development Tenants Association:

"June 1, 1993

Dear Fellow Residents:

I am writing you to say many thanks to each of you for your continuous support.

As we had promised you earlier, the annual meeting and election was to have happened on May 26, 1993. Unfortunately, there were some problems from the same handful of individuals (3 or 4), who constantly disrupt all of our meetings.

Without imposing on you we need your support again, both family and senior developments. We must work together.

I am asking each of you to come to a meeting June 9, 1993, at 10:00 am at 440 Turk Street in the Commission Room.

Transportation will be provided. Please call _____ at 554-1316 by 12:00 noon, June 8, 1993 if you need a ride.

Lunch will be provided.

Yours in the Struggle,

/s/ Juanita Marshall
Resident"

Some discussion ensued regarding this letter as to who were the recipients of the letter, the cost of the lunch and who paid for it.

In response, Mr. Gilmore stated the SFHA often provides thousands of dollars of assistance and person hours towards a whole range of residents, whether they are supporters of the Housing Authority or not.

Further, President Boileau included comments from a letter that was received from HUD informing the SFHA that the final weighted Public Housing Management Assessment Program score for 1992 was 69.45%. He said that any Public Housing Authority which receives a final weighted score of less than 90%, but not less than 60%, will be designated as a standard operating authority.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 10, 1993 adjourned at 7:30 p.m. to Executive Session. The next Regular Meeting has been scheduled for June 24, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Annual Meeting held:
Thursday, June 10, 1993

440 Turk Street
San Francisco, CA 94102

The Annual Meeting of the Commission of the Housing Authority of the City and County of San Francisco was held at 440 Turk Street, San Francisco, California on Thursday, June 10, 1993 at 4:06 p.m.

1. ROLL CALL:

The meeting was called to order by President Boileau.

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William C. Drypolcher, Vice-President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner
* Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. ELECTION OF OFFICERS:

1. President Boileau announced that the next order of business was the election of the President for the ensuing year. Commissioner Reen moved that Commissioner Lillian be nominated for the term of office of President for the ensuing year, and Vice-President Drypolcher nominated President Boileau to serve a second term. President Boileau stated that no second to the motion was necessary. The vote, which was done by secret ballot, resulted in a tie vote. There were three votes for Commissioner Lillian and three for President Boileau. After a short discussion, Commissioner Lillian moved to recess the meeting for five minutes to permit Legal Counsel time to research the "Roberts Rules of Order" for an interpretation. Commissioner Shaw seconded the motion. The motion was passed and adopted. The Annual Meeting recessed at 4:10 p.m.

   At 4:18 p.m. the Annual Meeting reconvened and the election for Vice-President took place. Commissioner Lillian moved that Commissioner Shaw be nominated for the office of Vice-President for the ensuing year. Vice-President Drypolcher seconded the motion. Commissioner Chuck moved that the nominations be closed. The motion to close the nominations was passed and adopted. President Boileau announced that as there were no other nominees, Commissioner Shaw was elected Vice-President by acclamation.

   At 4:21 p.m. the Annual Meeting recessed to permit Commissioner Williams to attend the meeting to break the deadlock on the election of the President with her vote.

Commissioner Williams arrived at 4:45 p.m. and the Annual Meeting was reconvened. The election for President again took place by secret ballot and Commissioner Lillian received four votes, President Boileau received three votes, making Commissioner Lillian the next President of the Commission for the ensuing year.

* Commissioner Williams was present for the election of President only.

3. ADJOURNMENT:

There being no further business to come before the Commission at its Annual Meeting, the Annual Meeting of June 10, 1993 was adjourned at 5:04 p.m.

Robert J. Boileau
President

David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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June 18, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, June 24, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

JUN 22 1993
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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JUNE 24, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, June 24, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Lewis Lillian, President
Reverend Clarence L. Shaw, Vice-President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution authorizing the Executive Director to increase the encumbrance for legal services in an amount not to exceed $100,000.00 during the remainder of Fiscal Year 1992-93

(b) Resolution - Resolution authorizing the Executive Director to execute a Purchase Order for the procurement of playground equipment for CAL 1-18 (3) from All Sport America, Inc. in an amount not to exceed $29,823.00

(c) Resolution - Resolution authorizing the Executive Director to execute a Purchase order for the fabrication and delivery of playground fencing and volleyball poles at CAL 1-18 (3) from Nueva Castilla Co. in an amount not to exceed $10,099.44

(d) Resolution - Resolution authorizing the Executive Director to negotiate and execute a contract with Applied Pest Management, Inc. for pest control services in an amount not to exceed $40,000.00 for the remainder of Fiscal Year 1992-93

(e) Resolution - Resolution approving the Operating Budget Revision #1 for the period October 1, 1992 to September 30, 1993 covering low-income developments under Contract SF-255

(f) Resolution - Resolution approving the Operating Budget for the Period October 1, 1993 to September 30, 1994 covering low-income developments under Contract SF-255

(g) Resolution - Resolution approving modernization project grant to consolidated Annual Contributions Contract No. SF-255 and authorizing its execution

(h) Resolution - Resolution authorizing the Executive Director to enter into a contract with Crown Iron Works for fabrication and installation of new metal fencing and security gates at Project CAL 1-1, Holly Courts in the amount of $28,349.00

(i) Resolution - Resolution approving write-off of vacated tenant accounts receivable in the amount of $148,726.23 for the Quarter ending June 30, 1993

(j) Resolution - Resolution to grant an additional designated period for two years additional service credit.

12. ADJOURNMENT:

for David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, June 24, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, June 24, 1993 at 4:08 p.m.

1. ROLL CALL:

The meeting was called to order by President Lillian.

Roll Call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
*Reverend Harry Chuck, Commissioner
William C. Drypolcher, Commissioner
Albert J. Reen, Commissioner

EXCUSED: Robert J. Boileau, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Vice President Shaw moved to approve the Agenda for June 24, 1993 and Commissioner Reen seconded the motion.

The Agenda of June 24, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Bessie Crockett, Valencia Gardens
Thelma Cavanaugh
John Merchant, Mission Dolores
Jan Allen, Clementina Development
Ron Mendricks, 1750 McAllister St. Development
Hazel Armstrong, 345 Arguello Development
Jewel Green, Hunters View Development
Bennie Rogers, 1750 McAllister St. Development
Sharon Brooks, Alemany Development
Theodore Nerenberg
Wanda Hookfin, Holly Courts Development
Bob B. Lin, Housing Assistant

(* Commissioner Chuck arrived at 4:29 p.m.)

Vice President Shaw called for a ten minute recess at 5:00 p.m. President Lillian reconvened the meeting at 5:10 p.m.

4. APPROVAL OF MINUTES AND ANNUAL MINUTES:

Commissioner Drypolcher moved to approve the Minutes of the June 10, 1993 meeting and Commissioner Reen seconded the motion. Commissioner Drypolcher moved to approve the Minutes of the June 10, 1993 Annual meeting and Vice President Shaw seconded the motion.

The Minutes of the Regular meeting and Annual meeting held June 10, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

President Lillian introduced the subject of the layoffs of the Housing Assistants and the hiring of Resident Custodians to replace the Assistants.

Mr. Gilmore noted that there is an ordinance in San Francisco that states that landlords are "required to provide a janitor, housekeeper or other responsible person and that this person shall reside on the premises and have charge of every apartment house where there are 16 or more apartments." This ordinance does not dictate beyond those words how the landlord shall be in compliance with the ordinance, and for many years the SFHA chose to use Housing Assistants. Mr. Gilmore continued, stating that we have an obligation to use our dollars in the most efficient way possible in providing services to our residents and that by enacting this new program the quality of services will be increased.

Mr. Gilmore stated that he knows that because of lay-offs this is an emotional issue, and again reiterated that this new program is being enacted due to economics and efficiency in delivery of services which far outweigh individual considerations. He noted that he has met with representatives of senior groups in order that they would have a chance to review the proposal. He also said that the unions will be meeting in the next few days to review and ratify the agreements, and in addition, that there is a resolution on today's agenda to extend the retirement service credit for the Assistants. The Housing Assistants can also apply for positions in the new category.

In response to Vice President Shaw's concern about Assistants being forced to move from their residence when they are laid off, Mr. Gilmore replied that the Housing Assistants would receive priority status on the SFHA waiting list when their positions are terminated.

Mr. Gilmore attempted to comment on the new 1993-94 operating budget before the Commission, stating that it was by far the best budget he has ever presented; however, due to a disruption in the audience, Mr. Gilmore did not complete his report. Mr. Gilmore stated that he felt it was a tragedy and a travesty that a few people could ruin the opportunity for a larger number of people to find out what is going on, in order that these few people could satisfy their own egotistical need to disrupt a meeting.

7. COMMITTEE REPORT:

Commissioner Drypolcher reported that the Finance Committee met with SFHA staff on June 17, 1993 to discuss the SFHA Operating Budget for 1993-1994. He stated that he would give the result of the meeting at the appropriate time.

8. REPORT OF COUNSEL:

Geraldine Chavis stated that her report was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Mr. Christine Neal, Vice President of PHTA, reported that she did not have an official report for this meeting; however, she will submit one at the next regularly scheduled meeting. Ms. Neal stated that she attended seminar regarding the 1993-94 Operating Budget that was held at 440 Turk Street on June 22.

In response to a query by Commissioner Drypolcher, there was some discussion as to whether PHTA gave their approval of the 1993-94 Operating Budget.

Mr. Gilmore noted that 170 budget packets and memoranda were sent to the elected leaders inviting them to participate and giving them the opportunity to preview the Authority's spending plans for the next fiscal year.

10. UNFINISHED BUSINESS:

None.

President Lillian requested that the Resolutions (e), (f) and (g) be taken out of order and voted on first, followed by Resolutions (a), (b), (c), (d), (h), (i) and (j). Commissioner Drypolcher moved that the Resolutions be voted on in the above order and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

The motion to change the order in which the resolutions will be voted on was approved.

11. NEW BUSINESS:

(e) RESOLUTION NO. 4073

RESOLUTION APPROVING THE OPERATING BUDGET REVISION #1
FOR THE PERIOD OCTOBER 1, 1992 TO SEPTEMBER 30, 1993
COVERING LOW INCOME DEVELOPMENTS UNDER CONTRACT SF-255

WHEREAS, there is attached hereto and marked Exhibit "A," the Budget in summary form for the Low Income Housing Program Operating Budget Revision #1 for the period of October 1, 1992 through September 30, 1993; and

WHEREAS, the Commission has reviewed the aforementioned budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the requirements of Section 9 (b) of the U.S. Housing Act and of Section 960.407 of 24 CFR Part 960 in that the aggregate annual gross rent of families residing in dwelling units for the fiscal year beginning October 1, 1992 will not be less than that amount equal to 30 percent of the sum of the "Family Income;" and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the annual income reexaminations requirements and that rents have been or will be adjusted in accordance with 24 CFR Part 913; and

WHEREAS, the San Francisco Housing Authority certifies that no PHA employee reflected in this budget serving in a variety of positions will exceed 100 percent allocation of his/her time.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked Exhibit "A" attached hereto is hereby approved for submission to HUD Area Office.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Commissioner Chuck moved to adopt Resolution No. 4073 and Commissioner Reen seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner

	William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4073 was UNANIMOUSLY ADOPTED.

(Exhibit "A" is filed with formal minutes)

(f) RESOLUTION NO. 4074

RESOLUTION APPROVING THE OPERATING BUDGET
FOR THE PERIOD OCTOBER 1, 1993 TO SEPTEMBER 30, 1994
COVERING LOW INCOME DEVELOPMENTS UNDER CONTRACT SF-255

WHEREAS, there is attached hereto and marked Exhibit "A," the Budget in summary form for the Low Income Housing Program Operating Budget for the period of October 1, 1993 through September 30, 1994; and

WHEREAS, the Commission has reviewed the aforementioned budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the requirements of Section 9 (b) of the U.S. Housing Act and of Section 960.407 of 24 CFR Part 960 in that the aggregate annual gross rent of families residing in dwelling units for the fiscal year beginning October 1, 1993 will not be less than that amount equal to 30 percent of the sum of the "Family Income;" and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the annual income reexaminations requirements and that rents have been or will be adjusted in accordance with 24 CFR Part 913; and

WHEREAS, the San Francisco Housing Authority certifies that no PHA employee reflected in this budget serving in a variety of positions will exceed 100 percent allocation of his/her time.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked Exhibit "A" attached hereto is hereby approved for submission to HUD Area Office.

2. This Resolution shall take immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Commissioner Chuck moved to adopt Resolution No. 4074 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4074 was UNANIMOUSLY ADOPTED.

(Exhibit "A" is filed with formal minutes)

(g) RESOLUTION NO. 4075

RESOLUTION APPROVING MODERNIZATION PROJECT GRANT TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 AND AUTHORIZING ITS EXECUTION.

The San Francisco Housing Authority (herein called the "Local Authority") entered into a Consolidated Annual Contributions Contract on August 27, 1964 [as amended], with the United States of America (herein called the "Government").

It is deemed advisable by the Local Authority and the Government to amend the Consolidated Annual Contributions Contract in the particulars indicated in such Amendment.

BE IT RESOLVED BY THE LOCAL AUTHORITY, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The President or Vice-President is hereby authorized and directed to execute seven counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/243
Date

Vice President Shaw moved to adopt Resolution No. 4075 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4075 was UNANIMOUSLY ADOPTED.

(a) RESOLUTION NO. 4076

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE FOR LEGAL SERVICES IN AN AMOUNT NOT TO EXCEED $100,000.00 DURING THE REMAINDER OF FISCAL YEAR 1992-93

WHEREAS, the Commission unanimously approved funding for litigation services pursuant to Resolution No. 4020 on February 11, 1993; and

WHEREAS, the Authority is currently engaged in litigation that will exceed the original funding authorization approved by the Commission, and therefore, must request additional funding to prevent a disruption in representation as related to ongoing legal matters; and

WHEREAS, the Authority has prepared a solicitation document to determine a pre-qualified list of outside legal counsel for assistance in litigation matters as they arise, and to insure that the additional funding for legal services is allocated on a competitive, yet timely basis; and

WHEREAS, funding to increase the encumbrance for litigation services is included as part of Budget Revision #1 for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the encumbrance for litigation services for Fiscal Year 1992-93 in an amount not to exceed $100,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Commissioner Reen moved to adopt Resolution No. 4076 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
ABSTAIN:	Reverend Clarence L. Shaw, Vice President
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4076 was ADOPTED.

(b) RESOLUTION NO. 4077

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF PLAYGROUND EQUIPMENT FOR CAL 1-18(3) FROM ALL SPORT AMERICA, INC. IN AN AMOUNT NOT TO EXCEED $29,823.00

WHEREAS, the Authority solicited for playground equipment for the Head Start Playground Facility located at CAL 1-18(3), Hunter's View, in full and open competition pursuant to Bid No. 93-24; and

WHEREAS, the Authority received responses from the following bidders in a timely and acceptable manner:

Bidder	Bid Amount
1. Ross Recreation Equipment Co.	$33,545.72
2. All Sport America, Inc.	$29,823.00

WHEREAS, the Authority selected All Sport America, Inc. as the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the procurement of the playground equipment is available from the 1991 Comprehensive Improvement Assistance Program (CIAP) grant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of playground equipment from All Sport America, Inc. in an amount not to exceed $29,823.00,

except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Vice President Shaw moved to adopt Resolution No. 4077 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4077 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 4078

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE FABRICATION AND DELIVERY OF PLAYGROUND FENCING AND VOLLEYBALL POLES AT CAL 1-18(3) FROM NUEVA CASTILLA CO. IN AN AMOUNT NOT TO EXCEED $10,099.44

WHEREAS, the Authority solicited bids in full and open competition for the fabrication and delivery of playground fencing and volleyball poles at CAL 1-18(3), Hunter's View, per Bid No. 93-25; and

WHEREAS, the Authority received bids from the following companies in a timely and acceptable manner:

Bidder	Amount
1. Nueva Castilla Co.	$10,099.44
2. Crown Iron Works	$11,077.00
3. Anco Iron and Construction Co.	$15,984.00
4. B-Metal Fabricator, Inc.	$21,417.26

WHEREAS, the Authority selected Nueva Castilla Co. as the lowest, responsive, responsible bidder pursuant to the bid results, and in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award to the low bidder; and

WHEREAS, funding for the procurement of the playground fencing and volleyball poles is available as part of a grant from the 1991 Comprehensive Improvement Assistance Program (CIAP);

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the fabrication and delivery of fencing and volleyball poles from Nueva Castilla Co. in an amount not to exceed $10,099.44, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Commissioner Drypolcher moved to adopt Resolution No. 4078 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4078 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 4079

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH APPLIED PEST MANAGEMENT, INC. FOR PEST CONTROL SERVICES IN AN AMOUNT NOT TO EXCEED $40,000.00 FOR THE REMAINDER OF FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for pest control services in full and open competition pursuant to Request for Proposals number 031-93; and

WHEREAS, the Authority received responses from Applied Pest Management, Inc., Dewey Pest Control, Earl's Pest Control, and the Pied Piper Exterminators, Inc.; and

WHEREAS, the proposals were evaluated by a review panel and resulted in the selection of Applied Pest Management, Inc., a woman-owned business enterprise, as the respondent that could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award a contract to Applied Pest Management, Inc.; and

WHEREAS, funding for the services as described herein have been approved as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and execute a contract with Applied Pest Management, Inc. in an amount not to exceed $40,000.00 during the remainder of Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Commissioner Reen moved to adopt Resolution No. 4079 and Vice President Shaw seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4079 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 4080

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH CROWN IRON WORKS FOR FABRICATION AND INSTALLATION OF NEW METAL FENCING AND SECURITY GATES AT PROJECT CAL 1-1, HOLLY COURTS DEVELOPMENT IN THE AMOUNT OF $28,349

WHEREAS, on May 21, 1993, the Authority advertised for bids for the Metal Fencing and Security Gates work at CAL 1-1, Holly Courts housing development; and

WHEREAS, on June 11, 1993, three (3) bids were received as follows:

Bidder	Bid Amount
1. Crown Iron Works	$28,349.00
2. Golden Bay Fence plus Iron Works	$35,382.00
3. A + D Automatic Gate Co.	$39,633.00;

WHEREAS, the Authority has evaluated the bids and determined that Crown Iron Works is the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-918 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Crown Iron Works in the amount of $28,349.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Vice President Shaw moved to adopt Resolution No. 4080 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4080 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 4081

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $216,584.12 FOR THE QUARTER ENDING MARCH 31, 1993

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1, details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the second quarter of Fiscal Year 1992-1993 Debit Balances of $216,584.12.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

06/24/93
Date

Commissioner Chuck moved to adopt Resolution No. 4081 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4081 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION TO GRANT AN ADDITIONAL DESIGNATED PERIOD FOR TWO YEARS ADDITIONAL SERVICE CREDIT

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco is a contracting Public Agency of the Public Employees' Retirement System; and

WHEREAS, said Public Agency desires to provide an additional designated period for Two Years Additional Service Credit, Section 20818, based on the contract amendment included in said contract which provided for Section 20818, Two Years Additional Service Credit, for eligible members;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission does seek to add an additional designated period, and does hereby authorize this Resolution, indicating a desire to add an additional designated period from August 13, 1993 through February 7, 1994 for eligible miscellaneous members in the classifications of Housing Assistant, Custodian, and Computer Operation Specialist.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution (J) and Commissioner Reen seconded the motion.

Discussion ensued and it was noted that State law requires that a public notice for Resolution (j) be posted for two weeks prior to adoption by the Commission, Commissioner Chuck moved to table Resolution (j) and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
EXCUSED:	Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution (j) was TABLED for action at the July 8, 1993 meeting.

12. ADJOURNMENT:

There being no further business to come before the Commission, the Meeting of June 24, 1993 adjourned at 6:10 p.m. The next Regular Meeting has been scheduled for July 8, 1993.

Lewis Lillian
President

David Gilmore
Secretary and Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JULY 8, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, July 8, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(c) Resolution - Resolution authorizing the Executive Director to revise the transfer policy section of the Tenant Admission and Continued Occupancy Policy

(j) Resolution - Resolution to grant an additional designated period for two years additional service credit

11. NEW BUSINESS:

(a) Resolution - Resolution approving the Memorandum of Agreement between the San Francisco Housing Authority and the Hayes Valley Tenant's Association to afford the Residents the opportunity to manage the laundry facility at the Development

(b) Resolution - Resolution authorizing the Executive Director to execute a purchase order with the Economic Opportunity Council of San Francisco, Inc. for operation of the San Francisco Head Start Program Day Care Facility, at Hunter's View (if License is received), Plaza East and Westside Developments during the summer months of July 13, 1993 through August 30, 1993 for an amount not to exceed $30,000.00

(c) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Rosenberg McGinnis, AIA, Inc. for the amount of $52,000.00 to provide architectural services to prepare construction documents and provide bidding assistance for roofing and waterproofing at CAL 1-2, Potrero Terrace and CAL 1-15, Ping Yuen Housing Developments

(d) Resolution - Resolution authorizing the payment of general liability and lead-based paint insurance premiums to the Housing Authority Risk Retention Group for the policy year ending June 1, 1994 in an amount not to exceed $340,643.79

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, July 8, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 8, 1993 at 4:17 p.m.

1. ROLL CALL:

The meeting was called to order by President Lillian.

Roll Call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
William C. Drypolcher, Commissioner
Albert J. Reen, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

2. APPROVAL OF AGENDA:

Vice President Shaw moved to approve the Agenda for July, 8, 1993 and Commissioner Drypolcher seconded the motion.

The Agenda of July 8, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Juanita Marshall, Plaza East Development
Christine Neal, Alice Griffith Development
Helene Goldsworthy, 345 Arguello Development
Jan Allen, Clementina Development
Bessie Crockett, Valencia Gardens Development
Jerry Abrams, 1855 15th Street Development
Chester Brune, 430 Turk Street Development
Hassinah Rahim, Hayes Valley Development
Mary Swanson, Westside Courts Development
Cathy Profit, Hunter's View Head Start Program
Debra Johnson, Hunter's View Head Start Program

4. APPROVAL OF MINUTES:

Commissioner Reen moved to approve the Minutes of the June 24, 1993 meeting and Commissioner Drypolcher seconded the motion.

The Minutes of the Regular Meeting held June 24, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Commissioner Reen expressed his concern regarding the new Resident Custodian program. In response to a query from Commissioner Reen, Mr. Gilmore said that although the employee's seniority in the union would play a part in where they were assigned, the SFHA will make the decision as to who will be hired. Mr. Gilmore also stated that we will not know how many current Housing Assistants will have an opportunity to apply for the openings until the Custodians apply for the Resident Custodian positions on the basis of seniority.

Commissioner Shaw asked for assurance that Housing Assistants would not lose their housing. Mr. Gilmore stated that all eligible Housing Assistants would remain in public housing. He said the level of service will remain the same, residents will receive assistance from Custodians and from backup Custodians on duty. Custodians will be available to assist in emergency situations. This program will in no way undermine or lessen the quality of life for residents. Mr. Gilmore will provide Resident Custodian job descriptions to the Commission.

Commissioner Drypolcher voiced his concern that the emphasis was on personalities rather than on the issue of providing a higher quality of service to the residents. He expressed that, in light of Mr. Gilmore's prior experience in implementing this type of program, ample time should be allowed for demonstrating its value. As for the retention of personnel, Commissioner Drypolcher stressed that the goal is to utilize personnel who are the most capable of providing the best level of service.

Commissioner Reen stated his concern that under the bid system the Housing Assistant vacancies which have been in existence for six months in six buildings would not be the first to be filled as previously promised. Mr. Gilmore reiterated that these vacancies will be among the first to be filled with Custodians.

Commissioner Lillian requested that Mr. Gilmore send notices to the residents giving a general description of the services to be provided. With the new custodian system coming into effect, this will give them an idea of what services they can expect and allay some of their fears.

6. REPORT OF SECRETARY:

Mr. Gilmore stated that in response to Commissioner Drypolcher's inquiry regarding a status report on the new computer system, a report was mailed to the Commissioners on July 5th.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Debrenia Madison stated that her report was submitted in writing. She also requested an Executive Session to discuss Court Case No. 952019, Ultrex Corporation vs. Housing

Authority of San Francisco, and stated that this session is authorized under Government Code Section 54956.9(a).

9. TENANT REPRESENTATIVE REPORT:

None.

10. UNFINISHED BUSINESS:

(c)

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE TRANSFER POLICY SECTION OF THE TENANT ADMISSION AND CONTINUED OCCUPANCY POLICY

WHEREAS, the San Francisco Housing Authority receives and evaluates many requests for transfers from existing residents; and

WHEREAS, the Voluntary Compliance Agreement (VCA) between SFHA and HUD targets 60% of new vacant units for transfer use; and

WHEREAS, despite the transfer targets set forth in the VCA, the number of requests for transfer far exceeds the number of apartments available; and

WHEREAS, to ensure equity in the assignment of transfers, the SFHA has proposed Transfer Policy revisions to the Tenant Admission and Continued Occupancy Policy which establish guidelines for Priority Transfer, Standard Transfer and VCA Transfer; and

WHEREAS, the Transfer Policy also provides assignment guidelines, including where transfer applicants are assigned and how quickly these assignments will take place; and

WHEREAS, the Transfer Policy establishes an automatic review/appeal process for Priority Transfer requests.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Transfer Policy attached at Exhibit A is hereby adopted.

2. The Executive Director/Secretary is authorized to amend the SFHA's Policy Governing Tenant Admission and Continued Occupancy and the SFHA's Administrative Plan to reflect the new Transfer Policy.

3. This resolution is provisionally effective subject to a 30 day comment period, at which time the Transfer Policy will become final.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Mr. Gilmore requested that this resolution remain on the table. He said that additional time is needed to compile and digest the comments received during the 30-day comment period. This will allow time for recommendations or modifications to be considered.

(j)

RESOLUTION NO. 4082

RESOLUTION TO GRANT AN ADDITIONAL DESIGNATED PERIOD FOR TWO YEARS ADDITIONAL SERVICE CREDIT

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco is a contracting Public Agency of the Public Employees' Retirement System; and

WHEREAS, said Public Agency desires to provide an additional designated period for Two Years Additional Service Credit, Section 20818, based on the contract amendment included in said contract which provided for Section 20818, Two Years Additional Service Credit, for eligible members;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission does seek to add an additional designated period, and does hereby authorize this Resolution, indicating a desire to add an additional designated period from August 13, 1993 through February 7, 1994 for eligible miscellaneous members in the classifications of Housing Assistant, Custodian, and Computer Operation Specialist.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

07/08/93
Date

Commissioner Drypolcher moved to adopt Resolution No. 4082 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
ABSENT:	Reverend Harry Chuck, Commissioner Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4082 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a)

RESOLUTION NO. 4083

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE HAYES VALLEY TENANT'S ASSOCIATION TO AFFORD THE RESIDENTS THE OPPORTUNITY TO MANAGE THE LAUNDRY FACILITY AT THE DEVELOPMENT

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the Hayes Valley Tenant's Association is the duly elected representative group of the Hayes Valley Development; and

WHEREAS, the residents of Hayes Valley and the San Francisco Housing Authority have written a Memorandum of Agreement to afford the residents the opportunity to manage the laundry facility;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Agreement, Attachment A, between the San Francisco Housing Authority and Hayes Valley Tenant's Association, under the conditions indicated in the Memorandum of Agreement toward the mutual goal of economic development for residents.

2. The Executive Director is authorized to take the appropriate steps to implement the Memorandum of Agreement.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

07/08/93
Date

Vice President Shaw moved to adopt Resolution No. 4083 and Commissioner Reen seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
ABSENT:	Reverend Harry Chuck, Commissioner Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4083 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 4084

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER WITH THE ECONOMIC OPPORTUNITY COUNCIL OF SAN FRANCISCO, INC. FOR OPERATION OF THE SAN FRANCISCO HEAD START PROGRAM DAY CARE FACILITY, AT HUNTER'S VIEW (IF LICENSE IS RECEIVED), PLAZA EAST AND WESTSIDE DEVELOPMENTS DURING THE SUMMER MONTHS OF JULY 13, 1993 THROUGH AUGUST 30, 1993 FOR AN AMOUNT NOT TO EXCEED $30,000

WHEREAS, the Economic Opportunity Council of San Francisco, Inc. operates a Head Start Program, providing educational and childcare services at Hunter's View, Plaza East and Westside Developments during the school year; and

WHEREAS, the Authority wishes to prevent the interruption of the Head Start Program/childcare facility at Hunter's View, Plaza East and Westside Developments; and

WHEREAS, the Economic Opportunity Council of San Francisco, Inc. will maintain the Head Start Program at Hunter's View, Plaza East and Westside Developments from July 13, 1993 to August 30, 1993; and

WHEREAS, the Authority wishes to make payment to the Economic Opportunity Council of San Francisco, Inc. for these services; and

WHEREAS, funding for the services stated above has been made available from the Authority's 1992-93 Drug Elimination Program. The budget was approved by the Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order with the Economic Opportunity Council of San Francisco, Inc. to maintain Head Start services at Hunter's View, Plaza East and Westside Development from July 13 to August 30, 1993, in an amount not to exceed $30,000.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

07/08/93
Date

Vice President Shaw moved to adopt Resolution No. 4084 and Commissioner Reen seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
William C. Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Carlene Williams, Commissioner

Resolution No. 4084 was UNANIMOUSLY ADOPTED.

(c)

RESOLUTION NO. 4085

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ROSENBERG MCGINNIS, AIA, INC. FOR THE AMOUNT OF $52,500.00 TO PROVIDE ARCHITECTURAL SERVICES TO PREPARE CONSTRUCTION DOCUMENTS AND PROVIDE BID PHASE ASSISTANCE FOR ROOFING AND WATERPROOFING AT CAL 1-2, POTRERO TERRACE AND CAL 1-15, PING YUEN HOUSING DEVELOPMENTS

WHEREAS, chronic building leaks have been identified at CAL 1-2, Potrero Terrace and CAL 1-15, Ping Yuen; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CIAP CA 1-919 Budget to address these problems; and

WHEREAS, the Authority by resolution No. 3632 selected Rosenberg McGinnis, AIA, Inc. to provide architectural services for waterproofing; and

WHEREAS, additional services are now required to further address building leak problems at CAL 1-2, Potrero Terrace and CAL 1-15, Ping Yuen, now that testing for lead-based paint has been completed; and

WHEREAS, Rosenberg McGinnis, AIA, Inc. has proposed a fee of $52,500. to provide construction documents and bid phase assistance; and

WHEREAS, this fee is reasonable for the work involved and within the funding available in the CIAP CA 1-918 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to execute a contract amendment for said work to Rosenberg McGinnis, AIA, Inc. in the amount of $52,500.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

07/08/93
Date

Commissioner Reen moved to adopt Resolution No. 4085 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
ABSENT:	Reverend Harry Chuck, Commissioner Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4085 was UNANIMOUSLY ADOPTED.

(d)

RESOLUTION NO. 4086

RESOLUTION AUTHORIZING THE PAYMENT OF GENERAL LIABILITY AND LEAD-BASED PAINT INSURANCE PREMIUMS TO THE HOUSING AUTHORITY RISK RETENTION GROUP FOR THE POLICY YEAR ENDING JUNE 1, 1994 IN AN AMOUNT NOT TO EXCEED $340,643.79

WHEREAS, the Commission ratified the general liability and lead-based paint insurance coverage provided by the Housing Authority Risk Retention Group (HARRG) pursuant to Resolution number 4070 on June 10, 1993; and

WHEREAS, the Commission, pursuant to said Resolution, only authorized insurance payments to cover the premium through September 30, 1993, the remainder of the current fiscal year; and

WHEREAS, the aforementioned insurance coverage is for the policy year from June 1, 1993 to June 1, 1994; and

WHEREAS, the Authority is required to pay the entire policy year premium in advance which requires the Commission to approve the additional premiums stated herein for the period from October 1, 1993 through May 31, 1994; and

WHEREAS, funding for the insurance coverage as described above has been approved as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to pay general liability and lead-based paint insurance premiums to HARRG for the policy year ending June 1, 1994 in an amount not to exceed $340,643.79, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

07/08/93
Date

Commissioner Reen moved to adopt Resolution No. 4086 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President William C. Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
ABSENT:	Reverend Harry Chuck, Commissioner Robert J. Boileau, Commissioner Carlene Williams, Commissioner

Resolution No. 4086 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the Meeting of July 8, 1993 adjourned at 5:37 p.m. The next Regular Meeting has been scheduled for July 22, 1993.

Lewis Lillian
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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July 16, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, July 22, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JULY 22, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, July 22, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(c) Resolution - Resolution authorizing the Executive Director to revise the transfer policy section of the Tenant Admission and Continued Occupancy Policy

11. NEW BUSINESS:

(a) Resolution - Resolution approving the Memorandum of Understanding between the San Francisco Housing Authority and the Hayes Valley Tenant's Association to explore and develop resident management and social support programs

(b) Resolution - Resolution approving the Memorandum of Understanding between the San Francisco Housing Authority and the Alice Griffith Tenant's Association to allow the residents at Alice Griffith to run the parking lot at Gilman and Fitch

(c) Resolution - Resolution approving the Memorandum of Agreement between the San Francisco Housing Authority and the Alemany Resident Council to afford the residents the opportunity to manage the laundry facility at the development

(d) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $100,000 for the 1992-93 Fiscal Year

(e) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with San Francisco Educational Services for youth tutorial services at Hunter's View in an amount not to exceed $36,000.00

(f) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with Mission Neighborhood Centers (dba: Precita Valley Community Center) for youth tutorial services at Bernal Dwellings in an amount not to exceed $36,000.00

(g) Resolution - Resolution authorizing the Executive Director to enter into a contract with Uniacke Construction, Inc. in the amount of $162,537.00 for the sewer replacement work at development CAL 1-17A, Hunters Point A Upper & Lower West

(h) Resolution - Resolution authorizing the increase of purchase order No. 30892 by $75,000.00 for general liability insurance deductible payments for the remainder of the 1992-93 policy year

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, July 22, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 22, 1993 at 4:03 p.m.

1. ROLL CALL:

The meeting was called to order by Vice President Shaw.

Roll Call found the following members to be:

PRESENT: Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
William C. Drypolcher, Commissioner
Albert J. Reen, Commissioner

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to approve the Agenda for July, 22, 1993 and Commissioner Reen seconded the motion.

The Agenda of July 22, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Juanita Marshall, Plaza East Development
Jan Allen, Clementina Development
Christine Neal, Alice Griffith Development
Geri Maxwell, Valencia Gardens Development
Jerry Abrams, 1855 - 15th Street Development
Tiki Hadley, Alemany Development
Yvonne Morrow, 430 Turk Street Development
LaTanya Smith
Mia Lathrop, Neighborhood Legal Assistance Foundation
Beverly Powell
Babs Dow, Plaza East Development

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to approve the Minutes of the July 8, 1993 meeting and Commissioner Reen seconded the motion.

The Minutes of the Regular Meeting held July 8, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Vice President Shaw read the following letter into the record and requested that Mr. Gilmore look into the matter.

"July 09, 1993

Mr. David Gilmore
Executive Director
San Francisco Housing Authority
440 Turk Street
San Francisco, CA 94102

Dear Mr. Gilmore:

I have been a painter for a number of years. I am black and live in Hunters Point.

I am requesting an opportunity to work as a painter for the Housing Authority.

I will be happy to send a resume and answer whatever questions I need to answer.

I tried to join the Painters Union a few times, but they require me to have working experience which [is] why I am not in the Union.

Thank you for your assistance.

Very truly yours,

/s/Joseph Knighton
Joseph Knighton

cc: Housing Authority Commissioners
Karen Moon, Deputy Executive Director
Walter Patrick
Milt Reiterman
Reverend Shaw"

Vice President Shaw also read the following communication from Coleman Advocates for Children and Youth:

"I am writing to express support for Deborah Morrison and point out what an excellent job she has done as the Director of Resident Services. During her time in this position, she has worked hard to bring services for children, youth and families into the

housing developments. This is the most effective way to increase utilization of services and we applaud her success. We appreciate your attention to this matter.

Sincerely,

/s/Francisco Lopez
President

/s/Carol Callen
Director

cc: All Members of the Commission
Executive Director"

Commissioner Boileau inquired as to whether an Executive Director search committee has been created and whether there is a search process going on, since he missed the previous meeting due to an out of state business trip. Vice President Shaw responded that the process had not yet begun and that the Personnel Committee is meeting next Tuesday to discuss policy and to set procedure for the Executive Director search.

Commissioner Boileau stated that much time has been spent in bringing the Housing Authority back from a perilous state of debt to the present relatively stable condition. He stated that he thought it appropriate at this point to begin to discuss the future direction of the Agency. He suggested that the Housing Authority start to investigate as soon as possible adopting a policy wherein appropriate amounts of money could be utilized from the unrestricted reserve to begin the purchase of scattered site housing. He said he was putting this topic forth for the Commission to address itself to, either by committee or by committee of the whole.

6. REPORT OF SECRETARY:

David Gilmore congratulated and introduced the coaches and the award-winning members of the recent double-dutch jump rope competition and the bantam boys and girls track teams. Mr. Gilmore informed the audience that the track team would be competing in the Junior Olympic National Track and Field Meet to be held in Baton Rouge, Louisiana on July 29, 1993. This trip was made possible by the collaboration of the Alice Griffith Boys and Girls Club, Alice Griffith Resident Association, and the Housing Authority. He further stated that this is a good example of how the proceeds from the parking lot concession has benefitted the residents of public housing.

Mr. Gilmore stated that, regarding the transfer policy, administratively the Housing Authority staff had no objection to the following amendments proposed by the representative from the San Francisco Neighborhood Legal Assistance Foundation and requested that the Commissioners amend the document prior to consideration for adoption:

(a) Revision of the three bases upon which a resident might quality for a priority transfer in the category of domestic violence: (1) possession of a temporary restraining order; (2) a transitional residence for a minimum period of two weeks at a shelter; or (3) transitional residency for a minimum of two weeks at a relative's or friend's residence plus a police report.

(b) On page 2, section 3(a), paragraph 1, line 4, substitute "substantial" for "clear, convincing evidence." This change is in consideration of discussions held with the Asian Law Caucus.

(c) On page 2, section 3(a), paragraph 2, line 3, change the word "convincingly" to "substantially."

Mr. Gilmore suggested that the Board of Commissioners move to make the following amendments to Resolution C, New Business (resident management of laundry facility at Alemany), prior to the consideration for adoption:

(a) Item 5, page 2: add word "training" after the word "recreation" as an allowable use of the funds cited in the last paragraph.

(b) Item 17, page 5, "Amendments": Add "Alemany Resident Management Corporation (ARMC)" so that the memorandum reads that either party may propose amendments to the agreement.

(c) In Exhibit A, section P, page 3 of 4 which refers to termination of the agreement, add "and the ARMC may elect to terminate the agreement at any time".

Mr. Gilmore then announced that the Housing Authority has received notification of its final award under the Comprehensive Grant Program. The Board of Commissioners approved an application in the projected amount of $18,744,221.00 in capital improvement funds for the coming year. We now have just received notice that our final amount is actually $19,525,370, an increase of $781,149.00. Mr. Gilmore noted that we have now received approximately an additional $1 million for capital improvements.

7. COMMITTEE REPORT:

Commissioner Reen stated that as Chairman of the Personnel Committee he attended the meeting at Rosa Parks where the bidding for the new custodian positions was taking place. Commissioner Reen said that six custodians bid for the positions which left 16 buildings still available. He also stated that it is his feeling that several of the Housing Assistants will be able to be hired in the Resident Custodian positions.

8. REPORT OF COUNSEL:

Geraldine Chavis stated that her report had been provided in writing. She requested an Executive Session to discuss two litigation matters: the case of ***Donahue vs. the Housing Authority***, Appellate Court Case No. A049317 and ***Ultrex Corporation vs. the Housing Authority***, Superior Court Case No. 952019. An Executive Session is authorized to discuss these matters pursuant to Government Code 54956.9a.

9. TENANT REPRESENTATIVE REPORT:

In response to a query from Vice President Shaw, Ms. Christine Neal, Acting President of PHTA, reported that on July 20, 1993 an election committee was formed, including the following three members: Doris Wilson, Brenda Smith, and Linda Wilson. She stated that this election committee will meet each Wednesday at 11:00 a.m.

Vice President Shaw stated that it was his understanding that the Mayor's Office and Housing Authority staff would work together to form an election committee and he asked for a response from staff.

Deborah Whittle, Director of Resident Services, responded that the Mayor's Office had mailed letters to resident leaders requesting that anyone who wished to be on the election committee complete and forward the form to the PHTA office.

10. UNFINISHED BUSINESS:

(c)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE TRANSFER POLICY SECTION OF THE TENANT ADMISSION AND CONTINUED OCCUPANCY POLICY

WHEREAS, the San Francisco Housing Authority receives and evaluates many requests for transfers from existing residents; and

WHEREAS, the Voluntary Compliance Agreement (VCA) between SFHA and HUD targets 60% of new vacant units for transfer use; and

WHEREAS, despite the transfer targets set forth in the VCA, the number of requests for transfer far exceeds the number of apartments available; and

WHEREAS, to ensure equity in the assignment of transfers, the SFHA has proposed Transfer Policy revisions to the Tenant Admission and Continued Occupancy Policy which establish guidelines for Priority Transfer, Standard Transfer and VCA Transfer; and

WHEREAS, the Transfer Policy also provides assignment guidelines, including where transfer applicants are assigned and how quickly these assignments will take place; and

WHEREAS, the Transfer Policy establishes an automatic review/appeal process for Priority Transfer requests.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Transfer Policy attached at Exhibit A is hereby adopted.

2. The Executive Director/Secretary is authorized to amend the SFHA's Policy Governing Tenant Admission and Continued Occupancy and the SFHA's Administrative Plan to reflect the new Transfer Policy.

3. This resolution is provisionally effective subject to a 30 day comment period, at which time the Transfer Policy will become final.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Discussion ensued and Commissioner Boileau moved to have this resolution remain on the table until the next Commission meeting in order to clarify and resolve those issues brought forth. Vice President Shaw seconded the motion.

AYES: Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner

NAYS: William Drypolcher, Commissioner

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

The issue regarding revision of the transfer policy was tabled.

11. NEW BUSINESS:

(a)

RESOLUTION NO. 4087

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE HAYES VALLEY TENANT'S ASSOCIATION TO EXPLORE AND DEVELOP RESIDENT MANAGEMENT AND SOCIAL SUPPORT PROGRAMS

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse resident management social support programs at public housing developments; and

WHEREAS, the Hayes Valley Tenant's Association is the duly elected representative group of the Hayes Valley residents; and

WHEREAS, the residents of the Hayes Valley development and the San Francisco Housing Authority have written a Memorandum of Understanding that identifies the process to engage in resident management and social functions at Hayes Valley;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Understanding (Attachment A,) between the San Francisco Housing Authority and the Hayes Valley Tenant's Association at 749 A Hayes Street, under the conditions indicated in the Memorandum of Understanding toward the mutual goal of resident management.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Commissioner Reen moved to adopt Resolution No. 4087 and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, Vice President
William Drypolcher, Commissioner
Albert J. Reen, Commissioner
Robert J. Boileau, Commissioner

NAYS: None

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

Resolution No. 4087 was UNANIMOUSLY ADOPTED. (Attachment A is filed in formal minute book.)

(b)

RESOLUTION NO. 4088

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE ALICE GRIFFITH TENANT'S ASSOCIATION TO ALLOW THE RESIDENTS AT ALICE GRIFFITH TO OPERATE THE PARKING LOT AT GILMAN AND FITCH

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the Alice Griffith Tenant's Association is the duly elected representative group of the residents at the Alice Griffith Housing Development; and

WHEREAS, the residents of Alice Griffith and the San Francisco Housing Authority have written a Memorandum of Understanding that allows the residents to hold the lease to the lot on Gilman and Fitch and hire a parking consultant to manage the parking lot and train the residents in parking management;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Understanding (Attachment A) between the San Francisco Housing Authority and the Alice Griffith Tenant's Association at 10 Cameron Way, under the conditions indicated in the Memorandum of Understanding, toward the mutual goal of economic development for residents.

2. The Executive Director is further authorized to take appropriate steps to implement the Memorandum of Understanding.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Commissioner Reen moved to adopt Resolution No. 4088 and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

Resolution No. 4088 was UNANIMOUSLY ADOPTED. (Attachment A is filed in formal minute book.

(c)

RESOLUTION NO. 4089

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE ALEMANY RESIDENT MANAGEMENT COUNCIL TO AFFORD THE RESIDENTS THE OPPORTUNITY TO MANAGE THE LAUNDRY FACILITY AT THE DEVELOPMENT

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the Alemany Resident Management Council is the duly elected representative group of the Alemany Development; and

WHEREAS, the residents of Alemany and the San Francisco Housing Authority have written a Memorandum of Agreement to afford the residents the opportunity to manage the laundry facility;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Agreement (Attachment A) between the San Francisco Housing Authority and the Alemany Resident Management Council, under the conditions indicated in the Memorandum of Agreement toward the mutual goal of economic development for residents.

2. The Executive Director is authorized to take the appropriate steps to implement the Memorandum of Agreement.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine L. Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Commissioner Boileau moved to amend Resolution No. 4089 as set forth in the Report of Secretary and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Reverend Clarence L. Shaw, Vice President
Albert J. Reen, Commissioner

NAYS: None.

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

The amendment to Resolution No. 4089 was UNANIMOUSLY APPROVED.

Commissioner Drypolcher moved to adopt Resolution No. 4089 as amended and Commissioner Reen seconded the motion. The vote was:

AYES: Robert J. Boileau, Commissioner
Reverend Clarence L. Shaw, Vice President
Albert J. Reen, Commissioner
William Drypolcher

NAYS: None

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

Resolution No. 4089 was UNANIMOUSLY ADOPTED as amended. (Attachment A is filed in formal minute book.)

(d)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ELLA HILL HUTCH COMMUNITY CENTER IN AN AMOUNT NOT TO EXCEED $100,000 FOR THE 1992-93 FISCAL YEAR

WHEREAS, on September 26, 1991 the San Francisco Housing Authority Commission adopted Resolution Number 3689 which authorized the Executive Director to negotiate and enter into a contract with Ella Hill Hutch Community Center to provide job training and placement services to public housing residents, in an amount not to exceed $276,729; and

WHEREAS, on March 11, 1993, the San Francisco Housing Authority Commission adopted Resolution Number 4031 which authorized the Executive Director to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $90,000; and

WHEREAS, under the terms of their contract, Ella Hill Hutch has been compensated on the basis of the programs's performance in achieving goals in the areas of intake of eligible public housing residents, residents' participation in training programs, job referrals, and employment placement; and

WHEREAS, funds previously approved by the Commission have been fully expended for employment preparation and placement services provided by Ella Hill Hutch Community Center; and

WHEREAS, the Authority recognizes the value of the services provided by Ella Hill Hutch Community Center and wishes to continue to support these services; and

WHEREAS, funding for said services is available from the Comprehensive Improvement Assistance Program (CIAP) and the 1992-93 Operating Budget of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Ella

Hill Hutch Community Center in an amount not to exceed $100,000 for the remainder of the 1992-93 fiscal year, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Richard Brown from the Ella Hill Hutch Community Center spoke on this resolution. After discussion, Commissioner Drypolcher moved to table this Resolution and Commissioner Reen seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President William Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	Robert J. Boileau, Commissioner
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner Carlene Williams, Commissioner

Resolution D was tabled.

(e)

RESOLUTION NO. 4090

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH SAN FRANCISCO EDUCATIONAL SERVICES FOR YOUTH TUTORIAL SERVICES AT HUNTER'S VIEW IN AN AMOUNT NOT TO EXCEED $36,000.00

WHEREAS, the Authority solicited for youth tutorial services in full and open competition pursuant to Request for Proposals (RFP) No. 018-93; and

WHEREAS, the Authority received responses from Cheikh Anta-Diop International Academy (CADIA), Hunter's Point Community Youth Park Foundation, and San Francisco Educational Services in a timely and acceptable manner; and

WHEREAS, a review panel consisting of residents from Hunter's View and Authority staff members evaluated the proposals submitted, resulting in the selection of San Francisco Educational Services as the respondent that could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award a contract to San Francisco Educational Services; and

WHEREAS, funding for the services described above has been approved as part of the Authority's Drug Elimination Program grant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with San Francisco Educational Services for youth tutorial services at Hunter's View in an amount not to exceed $36,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

After Deborah Whittle clarified the purpose of the resolution, Commissioner Reen moved to adopt Resolution No. 4090 and Commissioner Drypolcher seconded the motion.

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner William Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner Carlene Williams, Commissioner

Resolution No. 4090 was UNANIMOUSLY ADOPTED.

(f)

RESOLUTION NO. 4091

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH MISSION NEIGHBORHOOD CENTERS (DBA: PRECITA VALLEY COMMUNITY CENTER) FOR YOUTH TUTORIAL SERVICES AT BERNAL DWELLINGS IN AN AMOUNT NOT TO EXCEED $36,000.00

WHEREAS, the Authority solicited for youth tutorial services in full and open competition pursuant to Request for Proposals (RFP) No. 018-93; and

WHEREAS, the Authority received responses from Cheikh Anta-Diop International Academy (CADIA), Mission Neighborhood Centers, and San Francisco Educational Services in a timely and acceptable manner; and

WHEREAS, a review panel consisting of residents from Bernal Dwellings and Authority staff members evaluated the proposals submitted and interviewed the respondents, resulting in the selection of Mission Neighborhood Centers (dba: Precita Valley Community Center) as the respondent that could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award a contract to Mission Neighborhood Centers (dba: Precita Valley Community Center); and

WHEREAS, funding for the services described above has been approved as part of the Authority's Drug Elimination Program grant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Mission Neighborhood Centers (dba: Precita Valley Community Center) for youth tutorial services at Bernal Dwellings in an amount not to exceed $36,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/ Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

After discussion, Commissioner Boileau moved to adopt Resolution No. 4091 and Commissioner Reen seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner William Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	None
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner Carlene Williams, Commissioner

After Deborah Whittle spoke in response to questions raised by Commissioner Drypolcher, Resolution No. 4091 was UNANIMOUSLY ADOPTED.

(g)

RESOLUTION NO. 4092

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH UNIACKE CONSTRUCTION, INC. IN THE AMOUNT OF $162,537.00 FOR THE SEWER REPLACEMENT WORK AT DEVELOPMENT CAL 1-17A, HUNTERS POINT A UPPER & LOWER WEST

WHEREAS, on May 14, 1993, the Authority advertised for bids for the sewer replacement work at Development CAL 1-17A, Hunters Point A Upper & Lower West in San Francisco, California; and

WHEREAS, on June 9, 1993, two (2) bids were received as follows:

Bidder	Bid Amount
1. Uniacke Construction, Inc.	$ 162,537.00
2. E. Mitchell, Inc.	$ 227,570.00

WHEREAS, the Authority selected Uniacke Construction, Inc. as the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program and in the 1992 Community Development Block Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Uniacke Construction, Inc. in the amount of $162,537.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Commissioner Boileau noted that Uniacke Construction, Inc. is a signatory contractor to the Operating Electricians Local 3 apprenticeship program to which he is Director of Research. He said he does not know whether E. Mitchell, Inc. is a signatory contractor. He also noted that there would be no direct benefit to him whether one or the other got the contract but he felt it necessary to make known the relationship.

In response to Commissioner Boileau's inquiry, Ron Atkielski stated it was his understanding that the general contractor and his subcontractor were signatory to the apprenticeship program for this job. After further discussion concerning the propriety of Commissioner Boileau voting on this resolution and clarification by Legal Counsel, it was decided that Commissioner Boileau would abstain from voting on this issue.

Commissioner Reen moved to adopt Resolution No. 4092 and Commissioner Drypolcher seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President William Drypolcher, Commissioner Albert J. Reen, Commissioner
ABSTAIN:	Robert J. Boileau, Commissioner
NAYS:	None

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

Resolution No. 4092 was ADOPTED, with Commissioner Boileau abstaining from voting.

(h)

RESOLUTION NO. 4093

RESOLUTION AUTHORIZING THE INCREASE OF PURCHASE ORDER NO. 30892 BY $75,000.00 FOR GENERAL LIABILITY INSURANCE DEDUCTIBLE PAYMENTS FOR THE REMAINDER OF THE 1992-1993 POLICY YEAR

WHEREAS, the Authority by Resolution No. 3006 dated May 28, 1987, accepted membership into the Housing Authority Risk Retention Group ("HARRG") for the provision of general liability insurance; and

WHEREAS, the Authority by Resolution No. 3809, dated June 25, 1992, renewed its policy with HARRG for the 1992-1993 policy year; and

WHEREAS, the Authority's policy with HARRG requires the agency to pay a deductible in the amount of $10,000.00 for each general liability claim that is accepted for payment;

WHEREAS, the Authority's payment of deductibles have exceeded the $120,000.00 previously approved by Resolution No. 3979, dated October 22, 1992; and

WHEREAS, it is estimated that an additional $75,000.00 is needed to pay the deductible amounts for the four months remaining of the 1992-93 fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to increase Purchase Order No. 30892 in the amount of $75,000.00 for the payment of general liability insurance deductibles to the Housing Authority Risk Retention Group for the remainder of the 1992-1993.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

July 22, 1993
Date

Commissioner Reen moved that Resolution No. 4093 be approved and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Carlene Williams, Commissioner

Resolution No. 4093 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the Meeting of July 22, 1993 adjourned at 5:25 p.m. to Executive Session. The next Regular Meeting has been scheduled for August 12, 1993.

Lewis Lillian
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

III AGENDA

DOCUMENTS DEPT.
AUG 10 1993
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August 6, 1993

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, August 12, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 12, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, August 12, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(c) Resolution - Resolution authorizing the Executive Director to revise the transfer policy section of the Tenant Admission and Continued Occupancy Policy

(d) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $100,000 for the 1992-93 Fiscal Year

11. NEW BUSINESS:

(a) Resolution - Resolution accepting and adopting the report entitled "The Recovery Years: Executive Director's Final Report to the San Francisco Housing Authority Commission"

(b) Resolution - Resolution commending Jose O. Salazar on the occasion of his retirement

(c) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with Bathtubs and Sinks Refinishing for the refinishing of bathtubs throughout the Housing Authority in the amount not to exceed $20,000.00

(d) Resolution - Resolution authorizing the recognition of Mary Helen Rogers by naming the community center at Robert B. Pitts Plaza in her honor

(e) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with TAG Associates in an amount not to exceed $40,000.00

(f) Resolution - Resolution authorizing the Executive Director to enter into a contract with O'Keeffe Construction Company for fabrication and installation of new heating system and sheet metal for the model building in the amount of $29,812.91 at development CAL 1-3, Sunnydale

(g) Resolution - Resolution authorizing the Executive Director to lease vehicles from Action Rental for expanded maintenance services in an amount not to exceed $12,500.00

(h) Resolution - Resolution authorizing the submission of application for Section 8 certificate funding for the Family Unification Program, and for authority to execute the annual contributions contract if such application is approved

(i) Resolution - Resolution authorizing the submission of application for Section 8 certificate and Section 8 voucher funding, and for authority to execute the annual contributions contract if such application is approved

(j) Resolution - Resolution approving Amendment No. 21 to Section 8 annual contributions contract No. SF-618 and authorizing execution

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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8/12/93

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, August 12, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 12, 1993 at 4:01 p.m.

1. ROLL CALL:

The meeting was called to order by President Lillian.

Roll Call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William C. Drypolcher, Commissioner
Albert J. Reen, Commissioner

ABSENT: Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Reen moved to approve the Agenda for August 12, 1993 and Commissioner Drypolcher seconded the motion.

The Agenda of August 12, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Richard Marquez, Latino Housing Coalition
Luis Pardo, Latino Housing Coalition
Eva Mae Williams, Robert B. Pitts Plaza
Mark S. Adamek, 491 - 31st Avenue Development
Jerry Abrams, 1855 - 15th Street Development
Vera Kennedy, Hunter's View Development
William C. Vitalie, 491 - 31st Avenue Development
Jan Allen, Clementina Development
Pauline Barkan, 491 - 31st Avenue Development
Arthur R. Paddock, 345 Arguello Development
Elizabeth Nemes, 345 Arguello Development
Bessie Crockett, Valencia Gardens Development
Velia Millan
Riva Yankelevich, 345 Arguello Development
Brits Tsipa, 345 Arguello Development

Anna Lanavetsky - 345 Arguello Development
P. Angelica de los Santos
Jose Quintana, Latino Housing Coalition
Finkelshteyn Rahkel, 345 Arguello Development
Yefim Berkhin, 345 Arguello Development
Raya Shanderovich, 345 Argullo Development
Tiki Hadley, Alemany Development
Chiquita Hill, Hayes Valley South Development
Michelle Littlefield, Girls After School Academy, Sunnyvale Development
Georgette Reid, Girls After School Academy, Sunnydale Development

Commissioner Boileau asked the Executive Director for an update on the housing assistant situation, stating that he had heard requests made to postpone the action, but understood a decision has already been made. He also inquired about the application process for the custodian positions, the number of applications received, and the application cutoff date.

In the interest of clarifying previously heard testimony, David Gilmore stated that it is the policy of the Housing Authority to be in compliance with the provisions of the City Ordinance which requires a Housing Authority staff person to be in residence at these developments. He stated further that it is the policy of the Agency to provide for, to the best of its ability, the well-being, safety and comfort of its residents. Consequently, Mr. Gilmore stated, it would not be possible for the Commission to fulfill the request to postpone implementation of the policy change because there has been no policy change. The Commission does, however, delegate to the Executive Director and his or her staff the responsibility for determining the methods by which these policies will be effected.

Mr. Gilmore pointed out that only six custodian positions had been bid upon to date, leaving 17 positions available to any current housing assistant who wishes to apply for them. This procedure was discussed and reviewed in great depth with the elected resident leaders who were invited to come to this very Commission room to do so. Mr. Gilmore stated that the cutoff date would be August 13, 1993.

President Lillian called a five minute recess at 5:30 p.m. President Lillian reconvened the Board of Commissioners meeting at 5:36 p.m.

4. APPROVAL OF MINUTES:

Commissioner Chuck moved to approve the Minutes of the July 22, 1993 meeting and Commissioner Boileau seconded the motion.

The Minutes of the Regular Meeting held July 22, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

David Gilmore stated that there was a letter which he had written to the Mr. Harvey Rose, Budget Analyst, regarding the Housing Authority audit currently underway. He said this matter would be taken up in the Executive Session which will be announced by the Legal Counsel.

Commissioner Shaw read into the record the following letter that came to him and he requested that the Executive Director take appropriate action. The letter from the San Francisco Newspaper Agency read as follows:

"June 26, 1993

The Girls After School Academy
1652 Sunnydale Avenue
San Francisco, CA 94134

Dear Sir/Madam:

Thank you for your recent subscription order to the San Francisco Chronicle. Unfortunately, we cannot process your order at this time as we are unable to arrange for home delivery in your area.

Please accept our apologies for any inconvenience which this may cause you. We realize that you anticipated service and we regret that this notification may be disappointing.

We are hopeful that sometime in the near future we will be able to accommodate delivery in your area. Your patience, consideration and continued interest in the San Francisco Chronicle are truly appreciated.

Sincerely,

/s/Pat Elliott
Manager, Customer Service Center

PE:ls"

Commissioner Shaw asked Mr. Gilmore to investigate and report back to the Commission why the San Francisco Newspaper Agency was not able to arrange for home delivery in the Sunnydale area. He expressed concern that residents of this area were being denied access to the media because of where they live. The letter does not state specifically why there could be no delivery.

Commissioner Boileau stated that he had heard of past instances where mail delivery had been a problem along certain routes in the Bayview and requested Mr. Gilmore to inquired by letter in both general and specific terms just what could be done to alleviate this problem. Mr. Gilmore responded that consistently over the last four years the Housing Authority has been meeting with the respective parties, including the police, to assure that residents get the same service as other areas. He reminded the attendees that the Bayview encompassed a larger area than Housing Authority developments and the problem might not be confined to our developments.

At Commissioner Boileau's request, President Lillian agreed to send a letter to the staff asking them to bring this subject up to residents as it relates to mail delivery in those routes which include our developments.

Commissioner Boileau requested a progress report, either in writing or by personal contact, on Housing Authority activity in the lead abatement effort.

Also, Commissioner Boileau inquired into the possibility of utilizing unencumbered reserves to purchase scattered site housing. He requested an explanation if this cannot be accomplished.

Commissioner Boileau stated that since his inquiry about an Executive Director search committee last meeting, President Lillian has communicated to him that a nation-wide

Executive Director search has been initiated. Commissioner Boileau expressed concern that the Executive Director search might be adversely affected unless the Mayor's Office makes it clear that it does not intend to interfere with or politicize the selection process.

Commissioner Drypolcher announced that at the conclusion of the Executive Session he would be submitting his resignation as a Commissioner. He stated that his appointment of three years was expiring and he has had no indication that he will be reappointed. Commissioner Drypolcher stated that, therefore, he was choosing to resign at this time. The Commissioner expressed satisfaction with the progress that the Housing Authority has made during his tenure. At all times, said Commissioner Drypolcher, he and the Commission have had the best interests of the residents of public housing uppermost in their minds.

Lastly, Commissioner Drypolcher cited David Gilmore for having assembled an extraordinarily efficient staff and commended Mr. Gilmore for his talent. He wished Mr. Gilmore well in his new position in Seattle.

Commissioner Lillian read an extract from the Secretary's Final Report, "The Recovery Years," which he felt applied to Commission Drypolcher as well as other Commissioners:

> "Finally, I want to pay tribute to several Commissioners who supported me in my efforts was unwavering though the political and emotional cost was often quite high. Commissioners Lew Lillian, Rev. Harry· Chuck, Bob Boileau, Bill Drypolcher, and former Commissioner Father Jim Goode were the moving forces who first recognized the depth and intensity of the problem and then together provided the leadership under whose guidance, the solutions were sought and found. Not before in my experience with governing bodies have I encountered one as brave, selfless, energetic, and capable as this. Together, these very special people are, indeed, the Commission of the Recovery."

Commissioner Lillian stated that Commissioner Drypolcher was certainly right in the forefront of the efforts to improve the condition of the Housing Authority. Commissioner Lillian thanked Commissioner Drypolcher for his service and stated that he has indeed been a wonderful colleague, a good friend, and a good person to work with and stated the Commission would miss his input.

6. REPORT OF SECRETARY:

Mr. Gilmore commended Stacey Sorell who is a San Francisco Housing Authority resident and one of 110 summer youth workers who were assigned to this Agency for the fourth summer in cooperation with Private Industry Council (PIC). He stated that during Stacey's assignment as an intern in the Public Affairs Department she wrote her first press release which was on the subject of the drug elimination grant that the Housing Authority recently received from HUD. Mr. Gilmore displayed the plaque with the newspaper stories as printed in both the San Francisco Chronicle and Examiner as a result of Stacey's press release. He expressed regret that Ms. Sorell was unable to stay for the presentation but wished her continued success in the field of journalism.

Mr. Gilmore formally presented to the Board of Commissioners his Final Report as Executive Director of the San Francisco Housing Authority. He stated that four and one-half years ago when he was appointed, the Agency had a reputation of being among the 24 worst public housing authorities in the United States. Mr. Gilmore pointed out that this Final Report reflects a progressively improved condition of the Housing Authority. Mr. Gilmore declared that this great turnaround of the Housing Authority was made possible by not only a progressive Board of Commissioners but also by the extraordinary capabilities of the staff we have developed - clearly at the top of that impressive list is Karen Moone, one of the premier Deputy Executive Directors in the United States today.

Mr. Gilmore stated that he hoped his Final Report describing the recovery years of the San Francisco Housing Authority would be accepted and adopted and expressed hope that it would be used as a blueprint for future progress.

7. COMMITTEE REPORT:

Commissioner Drypolcher reported that the Finance Committee met August 12, 1993, and he read the following statement: "It is my understanding that the Housing Authority has been informed verbally that at this time the District Attorney's Office has chosen not to file charges against anyone in regard to the more than $20,000 missing from the PHTA funds. I, therefore, so move that our Executive Director be directed to send a letter to the Region IX Regional Administrator and its Inspector General. This letter shall recite the circumstances of this situation and ask that HUD and/or the Inspector General conduct an investigation to see if the rules and/or laws have been broken and I would so move." This motion was seconded by Commissioner Boileau and endorsed by Commissioner Lillian who asked the Executive Director to send a letter to those authorities.

8. REPORT OF COUNSEL:

Legal Counsel Geraldine Chavis reported that at the last Commission Meeting there was an Executive Session to discuss two litigation matters: (1) The case of *Ultrex vs. The San Francisco Housing Authority*, Superior Court Case No. 952019. Ms. Chavis stated that the Board of Commissioners had authorized a litigation contract with the firm of Lempres and Wulfsburg and informed the Board that the proposed litigation contract is at HUD for HUD's approval. Once HUD's approval is obtained, the actual form of contract will be placed back before the Board of Commissioners at a regular meeting. (2) The case of *Donahue vs. San Francisco Housing Authority*, Superior Court Case No. 866133, was also discussed. The Board of Commissioners authorized the Housing Authority to appeal the Court of Appeals reversal of a Trial Court decision in the Housing Authority's favor and that appeal is in progress.

Ms. Chavis also requested an Executive Session to discuss a personnel matter at the end of this meeting. Such an Executive Session is authorized under Government Code Section 54957.

9. TENANT REPRESENTATIVE REPORT:

Christine Neal stated she was sorry that Commissioner Drypolcher and Mr. Gilmore were leaving but thanked them and the rest of the staff for supporting her in her efforts. She said that under the guidance of the Commissioners, Mr. Gilmore and the staff, conditions had very much improved for the residents.

In response to Commissioner Shaw's inquiry concerning the PHTA election process, Ms. Neal stated that on Wednesday she will have a meeting with residents and will report when the Committee will have an election.

10. UNFINISHED BUSINESS:

(c)

RESOLUTION NO. 4094

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE TRANSFER POLICY SECTION OF THE TENANT ADMISSION AND CONTINUED OCCUPANCY POLICY

WHEREAS, the San Francisco Housing Authority receives and evaluates many requests for transfers from existing residents; and

WHEREAS, the Voluntary Compliance Agreement (VCA) between SFHA and HUD targets 60% of new vacant units for transfer use; and

WHEREAS, despite the transfer targets set forth in the VCA, the number of requests for transfer far exceeds the number of apartments available; and

WHEREAS, to ensure equity in the assignment of transfers, the SFHA has proposed Transfer Policy revisions to the Tenant Admission and Continued Occupancy Policy which establish guidelines for Priority Transfer, Standard Transfer and VCA Transfer; and

WHEREAS, the Transfer Policy also provides assignment guidelines, including where transfer applicants are assigned and how quickly these assignments will take place; and

WHEREAS, the Transfer Policy establishes an automatic review/appeal process for Priority Transfer requests.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Transfer Policy attached at Exhibit A is hereby adopted.

2. The Executive Director/Secretary is authorized to amend the SFHA's Policy Governing Tenant Admission and Continued Occupancy and the SFHA's Administrative Plan to reflect the new Transfer Policy.

3. This resolution is provisionally effective subject to a 30 day comment period, at which time the Transfer Policy will become final.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Commissioner Boileau inquired of the staff whether the staff had reviewed this transfer policy with the newest amendments with the residents. Mr. Gilmore replied that the residents had been involved.

Vice President Shaw moved to adopt Resolution No. 4094 and Commissioner Drypolcher seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4094 was UNANIMOUSLY ADOPTED.

(d)

RESOLUTION NO. 4095

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ELLA HILL HUTCH COMMUNITY CENTER IN AN AMOUNT NOT TO EXCEED $100,000 FOR THE 1992-93 FISCAL YEAR

WHEREAS, on September 26, 1991 the San Francisco Housing Authority Commission adopted Resolution Number 3689 which authorized the Executive Director to negotiate and enter into a contract with Ella Hill Hutch Community Center to provide job training and placement services to public housing residents, in an amount not to exceed $276,729; and

WHEREAS, on March 11, 1993, the San Francisco Housing Authority Commission adopted Resolution Number 4031 which authorized the Executive Director to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $90,000; and

WHEREAS, under the terms of their contract, Ella Hill Hutch has been compensated on the basis of the programs's performance in achieving goals in the areas of intake of eligible public housing residents, residents' participation in training programs, job referrals, and employment placement; and

WHEREAS, funds previously approved by the Commission have been fully expended for employment preparation and placement services provided by Ella Hill Hutch Community Center; and

WHEREAS, the Authority recognizes the value of the services provided by Ella Hill Hutch Community Center and wishes to continue to support these services; and

WHEREAS, funding for said services is available from the Comprehensive Improvement Assistance Program (CIAP) and the 1992-93 Operating Budget of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Ella Hill Hutch Community Center in an amount not to exceed $100,000 for the remainder of the 1992-93 fiscal year, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

After some discussion, the Commissioners requested a report from the Ella Hill Hutch staff on how many SFHA residents had been hired, what development they reside in and whether male or female, and exactly what has been their accomplishments.

Lefty Gordon of the Ella Hill Hutch Center commended David Gilmore on his advocacy for the residents, emphasis on education for the children, making available the technical assistance of the Housing Authority staff and he thanked Mr. Gilmore for his courageousness. He expressed hope that Mr. Gilmore's successor will continue this strong advocacy.

Vice President Shaw moved to adopt Resolution No. 4095. Commissioner Drypolcher seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4095 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a)

RESOLUTION NO. 4096

RESOLUTION ACCEPTING AND ADOPTING THE REPORT ENTITLED
"THE RECOVERY YEARS
EXECUTIVE DIRECTOR'S FINAL REPORT
TO THE
SAN FRANCISCO HOUSING AUTHORITY COMMISSION"

WHEREAS, David Gilmore was appointed Executive Director of the San Francisco Housing Authority on May 8, 1989; and

WHEREAS, Mr. Gilmore has served in that position ably and with distinction; and

WHEREAS, Between May 8, 1989 and today, the San Francisco Housing Authority has significantly improved its capacity to serve the housing needs of low income San Franciscans; and,

WHEREAS, Mr. Gilmore will complete his service as Executive Director on August 27, 1993; and,

WHEREAS, Mr. Gilmore has presented his final report covering the period of his stewardship of the San Francisco Housing Authority.

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission of the Housing Authority of the City and County of San Francisco hereby accepts and adopts the report entitled, "The Recovery Years: The Executive Director's Final Report to the San Francisco Housing Authority Commission: May 8, 1989 to August 27, 1993".

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Vice President Shaw moved to adopt Resolution No. 4096. Commission Chuck seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4096 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 4097

RESOLUTION COMMENDING JOSE O. SALAZAR
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Jose O. Salazar retired from the Housing Authority of the City and County of San Francisco on August 4, 1993 after twenty five (25) years; and

WHEREAS, during his career as an employee, he was faithful and resolute in his duties as a Senior Laborer; and

WHEREAS, Mr. Salazar gained and deserved the respect of the Commission of this Authority, his fellow employees and the residents for his hard work, loyalty and dedicated service.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTRY OF SAN FRANCISCO THAT:

This Commission extends to Jose O. Salazar its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4097. Vice President Shaw seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4097 was UNANIMOUSLY ADOPTED.

(c)

RESOLUTION NO. 4098

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH BATHTUBS AND SINKS REFINISHING FOR THE REFINISHING OF BATHTUBS THROUGHOUT THE HOUSING AUTHORITY IN THE AMOUNT NOT TO EXCEED $20,000.00

WHEREAS, the Authority received the following proposals for bathtubs and sinks refinishing:

GOLDEN GATE BATH CREST	$398/Tub
MR. BATHTUB	$295/Tub
BATHTUBS AND SINKS REFINISHING	$265/Tub

WHEREAS, Bathtubs and Sinks Refinishing is the lowest monetary respondent; and

WHEREAS, the Authority has inspected and accepted previously performed work by Bathtubs and Sinks Refinishing as good quality standards; and

WHEREAS, funding for the services described herein is available as part of the Authority's operating budget for Fiscal Year 1992-1993;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with BATHTUBS AND SINKS REFINISHING in an amount not to exceed $20,000.00 except as provided for pursuant to the Procurement Policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

A brief discussion ensued regarding additional work which might arise that had not been taken into consideration at the time of quoted costs of the project and about the apprenticeship program.

Commissioner Reen moved to adopt Resolution 4098. Commissioner Chuck seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President Reverend Harry Chuck, Commissioner William Drypolcher, Commissioner Albert J. Reen, Commissioner
NAYS:	Robert J. Boileau, Commissioner
ABSENT:	Carlene Williams, Commissioner

Resolution No. 4098 was ADOPTED.

(d)

RESOLUTION 4099

RESOLUTION AUTHORIZING THE RECOGNITION OF MARY HELEN ROGERS BY NAMING THE COMMUNITY CENTER AT ROBERT B. PITTS PLAZA IN HER HONOR

WHEREAS, Mary Helen Rogers has provided community services and has been an advocate for more than twenty (20) years on behalf of children, youth and families of the Housing Authority of the City and County of San Francisco; and

WHEREAS, Mary Helen Rogers has worked diligently for the San Francisco Housing Authority in her role as Tenant Services Representative to provide access for low income housing and affordable housing services since 1973; and

WHEREAS, during her tenure with the Authority Mary Helen Rogers has held several positions which gave added strength and opportunity to residents at Robert B. Pitts Plaza housing development and she continues her efforts even though she has retired; and

WHEREAS, Mary Helen Rogers has provided a legacy for children, youth and families who reside in public housing, and who has by her activism on behalf of residents singularly caused beneficial long-lasting social change in the Western Addition of the City; and

WHEREAS, the Commission wishes to acknowledge Mary Helen Rogers for her long-standing commitment and service.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission of the Housing Authority of the City and County of San Francisco does hereby recognize the long-standing contributions made by Mary Helen Rogers and hereby commemorates her by the naming of the community center at Robert B. Pitts Plaza as the Mary Helen Rogers Community Center.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

President Lillian commended Ms. Rogers on her community activities. David Gilmore stated that the reasons that cities not only survive but the reason that cities thrive is because of people like Mary Rogers. There are too few people like her in cities throughout this country.

Vice President Shaw moved to adopt Resolution 4099. Commissioner Drypolcher seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4099 was UNANIMOUSLY ADOPTED.

(e)

RESOLUTION NO. 4100

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH TAG ASSOCIATES IN AN AMOUNT NOT TO EXCEED $40,000.00

WHEREAS, the Authority solicited for consultant services related to the implementation of a project-based accounting and budgeting (P-BA) system in full and open competition; and

WHEREAS, TAG Associates was awarded a contract to provide assistance in establishing a P-BA system pursuant to said solicitation; and

WHEREAS, the Authority wishes to amend the contract with TAG Associates to include additional training to mini-warehouse staff in an effort to properly consolidate material requirements planning with P-BA in a decentralized environment; and

WHEREAS, funding for the services described above has been approved as part of a Comprehensive Management Improvement Grant from HUD;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with TAG Associates to provide additional training to mini-warehouse staff on P-BA and

material requirements planning in an amount not to exceed $40,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Commissioner Reen moved to adopt Resolution No. 4100. Commissioner Chuck seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4100 was UNANIMOUSLY ADOPTED.

(f)

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH O'KEEFFE CONSTRUCTION COMPANY FOR FABRICATION AND INSTALLATION OF NEW HEATING SYSTEM AND SHEET METAL FOR THE MODEL BUILDING IN THE AMOUNT OF $29,812.91 AT DEVELOPMENT CAL 1-3, SUNNYDALE

WHEREAS, on July 7 and July 13, 1993, the Authority advertised for bids for the Model Building Heating and Sheet Metal work at Development CAL 1-3, Sunnydale.

WHEREAS, on July 28, 1993, one (1) bid was received as follows:

Bidder	Bid Amount
O'Keeffe Construction Co.	$29,812.91

WHEREAS, the Authority has evaluated the bid and determined that O'Keeffe Construction Co. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

WHEREAS, as only one bid was submitted for this work, Department of Housing and Urban Development approval is required.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to O'Keeffe Construction Co. in the amount of $29,812.91.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Vice President Shaw inquired as to whether the Housing Authority had received only one bid on this action. Mr. Gilmore responded in the affirmative. A lengthy discussion ensued. Commission Boileau moved to defeat Resolution (f). Commissioner Shaw seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution (f) was UNANIMOUSLY DEFEATED.

Commission Boileau moved to reject the whole bid and put the job out to bid again. Commissioner Drypolcher seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

The motion to send the project out to bid again was UNANIMOUSLY adopted.

(g)

RESOLUTION NO. 4101

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO LEASE VEHICLES FROM ACTION RENTAL FOR EXPANDED MAINTENANCE SERVICES IN AN AMOUNT NOT TO EXCEED $12,500.00

WHEREAS, the Authority solicited quotes for the rental of four vans and two pick-up trucks for use by a temporary maintenance crew hired to complete backlogged work orders; and

WHEREAS, the Authority received quotes from Action Rental, Budget Rental, and Bay Area Rental as follows:

- Action Rental (van) $625.00 each/month, $.12 per mile (1,500 free miles)
- Action Rental (pick-up) $565.00 each/month, $.12 per mile (1,500 free miles)
- Bay Area Rental $769.99 each/month
- Budget Rental $780.00 each/month, $.14 per mile

WHEREAS, Action Rental was determined to be the apparent lowest, responsive, responsible bidder for the rental of the vans and pick-up trucks, and therefore, in accordance with procurement regulations under 24 CFR, Part 85.36 the Authority should secure the rental vehicles from Action Rental; and

WHEREAS, funding for the services described herein is available as part of the revised operating budget approved for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to lease vehicles from Action Rental for the maintenance crew in an amount not to exceed $12,500.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

A brief discussion ensued.

Commissioner Reen moved to adopt Resolution No. 4101. Vice President Shaw seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4101 was UNANIMOUSLY ADOPTED.

(h)

RESOLUTION No. 4102

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 CERTIFICATE FUNDING FOR THE FAMILY UNIFICATION PROGRAM, AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on July 6, 1993, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for one hundred (100) Section 8 certificates targeted specifically for the Family Unification Program; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on August 20, 1993; and

WHEREAS, the Authority desires to submit application for these funds and the authority to execute the Annual Contributions Contract by the Executive Director of the San Francisco Housing Authority; and

WHEREAS, this action must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Certificate and Voucher funding and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Vice President Shaw moved to adopt Resolution No. 4102. Commissioner Reen seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4102 was UNANIMOUSLY ADOPTED.

(i)

RESOLUTION No. 4103

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 CERTIFICATE AND SECTION 8 VOUCHER FUNDING, AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on July 8, 1993, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for Housing Certificates and Vouchers; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on August 23, 1993. This short application period warrants immediate Board action; and

WHEREAS, the Authority desires to submit application for these funds and the authority to execute the Annual Contributions Contract by the Executive Director of the San Francisco Housing Authority; and

WHEREAS, this action must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Certificate and Voucher funding and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Vice President Shaw moved to adopt Resolution No. 4103. Commissioner Reen seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4103 was UNANIMOUSLY ADOPTED.

(j)

RESOLUTION NO. 4104

RESOLUTION APPROVING AMENDMENT No. 21 TO SECTION 8
ANNUAL CONTRIBUTIONS CONTRACT No.SF-618
AND AUTHORIZING EXECUTION

WHEREAS, The Housing Authority of the City and County of San Francisco entered into a Section 8 Annual Contributions Contract on December 23, 1975, (as amended) with the United States of America (herein called the "Government"); and

WHEREAS, it is deemed advisable by the Housing Authority of the City and County of San Francisco and the Government to amend the Section 8 Annual Contributions Contract in the particulars indicated in such amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The Executive Director is hereby authorized and directed to execute three counterparts of the Amendment, and the Secretary is hereby authorized to impress and attest the official seal of the Housing Authority of the City and County of San Francisco on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

Vice President Shaw moved to adopt Resolution No. 4104. Commissioner Reen seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner

NAYS: None

ABSENT: Carlene Williams, Commissioner

Resolution No. 4104 was UNANIMOUSLY ADOPTED.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 12, 1993
Date

12. ADJOURNMENT:

There being no further business to come before the Commission, the Meeting of August 12, 1993 adjourned at 5:25 p.m. to Executive Session. The next Regular Meeting has been scheduled for August 26, 1993.

Lewis Lillian
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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August 16, 1993

AGENDA

PUBLIC NOTICE

A specially scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, August 19, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

A SPECIAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 19, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Special Meeting Held:
Thursday, August 19, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

NOTE:

All visitors will have the opportunity to comment on Resolution (a), which is the sole business to be discussed at this Special Meeting, prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

The next regularly scheduled meeting will be held on August 26, 1993.

3. VISITORS:

4. NEW BUSINESS:

(a) Resolution - Resolution appointing Karen Moone as Acting Executive Director of the San Francisco Housing Authority.

5. ADJOURNMENT:

David Gilmore 92

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

111

Minutes of Special Meeting Held:
Thursday, August 19, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in special session at 440 Turk Street, San Francisco, California on Thursday, August 19, 1993 at 4:03 p.m.

1. ROLL CALL:

The meeting was called to order by President Lillian.

Roll Call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Clarence Shaw, Vice President
Robert J. Boileau, Commissioner
William Drypolcher, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

3. APPROVAL OF AGENDA:

Vice President Shaw moved to approve the Agenda and Commissioner Boileau seconded the motion.

The Agenda of August 19, 1993 was UNANIMOUSLY APPROVED.

4. VISITORS:

Susan Herbert, *The San Francisco Independent*
Erica Henri, Mayor's Office
Baobing B. Lin, Housing Assistant
Vera Kennedy, Hunter's View Development

Susan Herbert stated that she was told that this meeting had been cancelled last night and it was confirmed by Del Price. She stated further that she had checked with their First Amendment attorney who informed her that when a meeting is cancelled it cannot be rescheduled until 24 hours or later because it has to be posted again. According to that, Ms. Herbert delcared, this meeting was illegal.

Commissioner Lillian responded that this meeting had not been officially cancelled, that there might have been a communications gap, but that he, as the President of the Board of Commissioners, had not cancelled this meeting.

An opinion was requested of the Housing Authority Legal Counsel, Geraldine Chavis, who stated that she would have to research the issue to be more specific. However, she said, the meeting had been duly noticed and had not been cancelled by an action by the Commission. For that matter, the meeting was improperly cancelled in the first place.

President Lillian stated that he wanted it on the record that, to the best of his knowledge, only the Commission could cancel a meeting and that he did not cancel the meeting as the President of the Commission nor did Vice President Shaw nor any of their colleagues on the Commission. He could not, therefore, account for anyone making calls or arbitrarily writing a notice on the door. President Lillian reiterated that he did not cancel this meeting but that he was informed by the Secretary that, in fact, once a meeting has been duly noticed that unless due time is given for the cancellation you cannot cancel the meeting.

Erica Henri, from the Mayor's Office, requested that it be written in the record that she also called and was told the meeting was cancelled. She stated that, regardless, the fact that the community was not told is something that needs to be looked into. Further, she stated that the Mayor's Office was very concerned about this and read a letter from the Mayor to Commissioner Lillian:

"To Honorable Lewis Lillian
President and Members
San Francisco Housing Authority Commission
440 Turk Street
San Francisco, CA 94102

Dear Commissioners:

Today, it was brought to my attention that your Commission plans to hold a special meeting tomorrow, August 19th, for the purpose of appointing an interim Director. It is my understanding that the current Director, David Gilmore, will remain in his position through Thursday, August 26th. I intend to appoint new Commissioners prior to next regular meeting scheduled for that date and, as such, think it would be most appropriate for the new Commission to have the opportunity to approve the appointment of the interim Director. I, therefore, respectfully request that the matter be held off to the regular meeting. There is much work ahead of us to improve our public housing developments and I look forward to working with your Commission in that regard.

Sincerely yours,

Frank M. Jordan
Mayor"

Commissioner Boileau inquired of Ms. Henri whether she was saying that the Mayor was opposing the appointment of Karen Moone as interim Executive Director. Ms. Henri responded that she could just state what was in the letter and that the Mayor was opposing the appointment right now before a new Commission is placed into office. Commissioner Boileau further inquired whether the new Commissioners would be instructed not to vote for Karen Moone as the interim Executive Director. Ms. Henri replied that it would be up to the Commission, that she did not know.

Some discussion ensued and in response to a query from Commissioner Boileau, Ms. Henri said that she did not know whether the Mayor opposed the appointment of Ms. Moone.

President Lillian stated that both he and Ms. Moone had been in touch with the Mayor and President Lillian had been told personally that the Mayor would not be opposing the appointment of Ms. Moone as interim Executive Director

11. NEW BUSINESS:

(a) RESOLUTION NO. _____
DATE ADOPTED _____

RESOLUTION APPOINTING KAREN MOONE ACTING EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, David Gilmore has resigned as Executive Director of the San Francisco Housing Authority ("Housing Authority") effective August 27, 1993; and

WHEREAS, it is now in the best interest of the Housing Authority to appoint Karen Moone as Acting Executive Director;

NOW, THEREFORE, BE IT RESOLVED BY THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION THAT:

> Karen Moone be named and appointed Acting Executive Director of the San Francisco Housing Authority effective at 5:00 p.m., August 27, 1993 and be designated as the Acting Secretary-Treasurer of the Commission through and until such time as the Commission appoints a permanent Executive Director.

APPROVED AS TO FORM:

Geraldine Chavis
Geraldine L. Chavis

August 19, 1993
Date

Vice President Shaw moved to table Resolution (a) until the next regularly scheduled meeting on August 26, 1993. Commissioner Boileau seconded the motion. The vote was:

AYES:	Lewis Lillian, President Reverend Clarence L. Shaw, Vice President William Drypolcher, Commissioner Albert J. Reen, Commissioner Carlene Williams, Commissioner
NAYS:	Robert J. Boileau, Commissioner
ABSENT:	Reverend Harry Chuck

Resolution (a) was tabled until the next regularly scheduled meeting.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 19, 1993 was adjourned at 4:15 p.m. The next regular meeting has been scheduled for August 26, 1993.

Lewis Lillian
President

David Gilmore, Secretary and
Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 26, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, August 26, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(a) Resolution - Resolution appointing Karen Moone Acting Executive Director of the Housing Authority of the City and County of San Francisco

11. NEW BUSINESS:

(a) Resolution - Resolution accepting the evaluation report for redevelopment of the Hayes Valley North and South Public Housing Sites and authorizing the Executive Director to enter into negotiations for a development agreement with the McCormack Baron & Associates, Inc. development team (MBA) and execute a contract for up to $200,000 in Section 8 reserves with MBA for predevelopment expenditures

(b) Resolution - Resolution authorizing the Executive Director to execute an agreement with Charles S. Campanella, Inc. for the demolition and removal of concrete at the Valencia Gardens Housing Development in an amount not to exceed $14,670.00

(c) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with Morris, Davis & Chan, Certified Public Accountants, for financial audit services in an amount not to exceed $89,500.00

(d) Resolution - Resolution approving superseding Part I and new Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF-618 and authorizing execution

(e) Resolution - Resolution authorizing the submission of application for funds for Supportive Service Grant and Section 8 Rental Vouchers for the Elderly Independence Demonstration Program and for authority to execute the Annual Contributions Contract if such application is approved

(f) Resolution - Resolution approving superseding Part I and New Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF-618 and authorizing execution

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, August 26, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 26, 1993 at 4:10 p.m.

The meeting was called to order by President Lillian.

1. ROLL CALL:

Seating New Commissioners:

Michael Kelly announced that seating the new Commissioners involves receipt from the Office of the Mayor certified copies of the following:

1. Letter of Appointment
2. Letter of Acceptance
3. Oath of Office
4. Certificate by the Mayor that the Commissioner is not an officer or employee of the City and County of San Francisco

All are related to the appointment of:

Barbara Meskunas
Karen Huggins, of Potrero Annex Public Housing Family Development
Jan Allen, of Clementina Towers Public Housing Senior Development

President Lillian moved that the documents would be accepted and filed upon receipt and that the Commissioners be seated as members of the Housing Authority Board of Commissioners. Commissioner Boileau seconded the motion. The vote was:

AYES: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner

NAYS: None

ABSENT: Reverend Harry Chuck, Commissioner

The vote to seat the new Commissioners was UNANIMOUS.

Roll Call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Barbara R. Meskunas, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner
David Gilmore, Executive Director

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Vice President Shaw moved to approve the Agenda for August 26, 1993 and Commissioner Huggins seconded the motion.

The Agenda of August 26, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Juanita Marshall
Bessie Crockett, Valencia Gardens Development

President Lillian called a five minute recess at 4:24 p.m. President Lillian reconvened the Board of Commissioners meeting at 4:30 p.m.

Angelina Scott, Hayes Valley South Development
Barbara Early, Hayes Valley South Development
Ruby Windom, Rosa Parks Development
Jerry Abrams, 1855 - 15th Street Development

President Lillian left the meeting at the conclusion of Mr. Abrams' remarks. Vice President Shaw assumed the chair.

Vera Kennedy, Hunter's View Development
Jewel Green, Hunter's View Development
Letonia Murdock, Bernal Dwellings
Nancy Zimmer, President, Mint Hill Neighborhood Assoc.
Babette Drefke, Potrero Hill Development
Mary Rogers
Peter Byrne
Espanola Jackson, District 7 Democratic Club
Margaret Verges, PAACN
Dorice Murphy, Eureka Valley Trails and Art Network
Edward Evans, North of Market Planning Coalition
Dr. Frank Clauss
Fran Denoto, President, Oak-Fillmore Neighborhood Association

Vice President Shaw called a five minute recess at 6:15 p.m. Vice President Shaw reconvened the Board of Commissioners meeting at 6:27 p.m.

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to amend the Minutes of the August 12, 1993 meeting to strike from Page 11, first paragraph, Resolution No. 4098, comments about the apprenticeship program and to reflect that he stated that he didn't believe that the SFHA would get the tubs at the advertised per quote price and requested follow up from staff on the cost of each bathtub job done. In addition, he said that on Page 14 it should be reflected that a motion to accept the contract award to O'Keeffe Construction was

defeated. Commissioner Meskunas seconded the motion.

The Minutes of the Regular Meeting held August 12, 1993 were APPROVED as amended.

The Minutes of the Special Meeting held August 19, 1993 were APPROVED as amended to reflect that former Commissioner Drypolcher was not present.

The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSTAIN:	Jan Allen, Commissioner
ABSENT:	Reverend Harry Chuck, Commissioner Lewis Lillian, President

5. GENERAL COMMUNICATIONS:

Vice President Shaw read Karen Moone's letter to President Lillian:

"August 26, 1993

Lewis Lillian, President
San Francisco Housing Authority Commission
440 Turk Street
San Francisco, CA 94102

Dear Commissioner Lillian:

Upon further deliberation and consultation, I am respectfully withdrawing my name from consideration as Interim Executive Director of the San Francisco Housing Authority. As a result of this decision, the resolution on the agenda addressing my appointment should be withdrawn.

I assure you that I remain committed to the residents of public housing in San Francisco as Deputy Executive Director.

Sincerely,

/s/ Karen M. Moone

Karen Moone
Deputy Executive Director"

Vice President Shaw requested that a letter from Mayor Jordan supporting the Hayes Valley project be entered into the record. Copies were reproduced for each Commissioner, Hayes Valley and Hunter's View tenant associations. The letter reads as follows:

"August 11, 1993

Reverend Clarence L. Shaw, Vice President
Board of Commissioners
San Francisco Housing Authority
440 Turk Street
San Francisco, CA 94102

RE: Redevelopment of Hayes Valley

I am writing to inform you of my support for the plans to rebuild the Housing Authority's existing Hayes Valley community. I have directed Ted Dienstfrey, the Director of the Mayor's Office of Housing, to work with the Authority to find a suitable way to fund the predevelopment costs of this effort. It is my current understanding that to rebuild this community it may be necessary for the Authority to borrow or receive some sort of financing guarantee for part of the estimated $30 million cost from the City. Therefore, I have directed Ted Dienstfrey to work with the Authority to develop a mutually acceptable financing program for this redevelopment.

I have met with representatives of the Hayes Valley Tenant's Association and with representatives from various surrounding neighborhood associations and I am very pleased to report that these individuals agree that the proposed redevelopment should proceed in a deliberate and orderly way. The individuals I met with suggested and I agree that some sort of ongoing advisory committee be established so that the residents and the neighbors can be kept abreast of the status of this redevelopment. I want to be informed as to how the Authority intends to carry out this advisory function.

While I knew that much hard work needs to be done before we have an accepted physical and financial plan for this redevelopment, I urge that the Authority move forward as quickly as possible. I have alerted the Planning Department that this proposed redevelopment is a priority objective of my administration. I am convinced that the redevelopment of Hayes Valley is in the best interest of the residents, the neighborhood, and the City. We should all strive to make the redevelopment of Hayes Valley one of the nation's success stories.

However good the final redevelopment plans are, this effort will be successful only if the residents play an ongoing and meaningful role in the day to day operations of the rebuilt development.

I want to make it very clear that final City approval of the development funds will be dependent, in part, on an aggressive management program that significantly increase the role of residents in both tenant selection and day to day management. Please keep me informed at least monthly of the status of this project. I am sure that we all agree that rebuilding Hayes Valley has a very high priority and that we will succeed only if we keep the residents and the Neighborhood Associations actively involved.

Sincerely,

/s/Frank M. Jordan

Frank M. Jordan

cc: Ted Dienstfrey, Director, Mayor's Office of Housing
Lu Blazej, Director, San Francisco City Planning

FMJ:td"

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None:

8. REPORT OF COUNSEL:

Legal Counsel Geraldine Chavis reported that, on Thursday Night and Friday, August 19th and 20th, the Housing Authority was notified that an application for a temporary restraining order had been filed against several officials of the Housing Authority.

Ms. Chavis reported further that an action known as *Jan Allen vs. David Gilmore, Milt Reiterman, each individual Commissioner including Lewis Lillian, Clarence Shaw, Harry Chuck, Robert Boileau, Albert Reen, Carlene Williams and William Drypolcher*, Superior Court Case No. 954276 was filed against the Housing Authority seeking a temporary restraining order and preliminary injunction as well as an order to show cause against the Housing Authority to enjoin it from laying off the housing assistants. Ms. Chavis stated that she, along with several staff members, did appear in court to defend that litigation. Ms. Chavis stated that in an Ex Parte application for a temporary restraining order in California the defendant meets with a commissioner for the judge before whom the parties set their argument and papers in the case. The commissioner then presents the arguments to the judge. Judge Ray Arata presided and denied the temporary restraining order and the order to show cause and the matter was not set for hearing. Ms. Chavis further stated that she is unaware of what the plaintiffs have decided to do with the litigation; the Housing Authority has not been served.

Ms. Chavis stated further that she had advised Commissioner Allen that it would be a conflict for her to continue as a named plaintiff in that litigation now that she is a Commissioner. This matter will be resolved prior to the next Commission meeting. Commissioner Allen stated that she was a party to this class action suit because a senior was needed to prevent the housing assistants from leaving the senior buildings unattended. Commissioner Allen further stated that this was not going to be followed up at this time, but that there would be an action from a different source.

Commissioner Meskunas inquired whether the decision regarding housing assistants could be reversed. She stated that the new Commissioners had not been privy to any information surrounding the replacement of housing assistants with residential custodians. Commissioner Meskunas requested the new Commissioners be provided with background information on this matter. Ms. Chavis stated it was up to the Commissioners whether they wanted to have the matter calendared for reconsideration at some future date. Ms. Chavis further stated that reconsideration could not be done prior to a duly noticed Commission meeting. At Commissioner Meskuna's request, Vice President Shaw agreed to recalendar the issue of housing assistants for additional review.

9. TENANT REPRESENTATIVE REPORT:

Christine Neal stated she had nothing to report at this time. She expressed hope that the tenants would begin to attend the PHTA meetings held every Wednesday at 1:00 p.m. Commissioner Huggins inquired of Ms. Neal whether there was still a problem with Housing Authority staff involvement with PHTA and causing the PHTA to be unable to conduct its business. Ms. Neal responded that the only problem she had encountered was that she only had keys for the meeting room, not for the building. After further discussion, it was decided that Ms. Neal would be given a building key. At the request of Commissioner Huggins, a follow up report will be provided to the Commission.

10. UNFINISHED BUSINESS:

(a)

RESOLUTION NO. 4105

RESOLUTION APPOINTING KAREN MOONE ACTING EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

(Amended to Read)

RESOLUTION APPOINTING MICHAEL KELLY ACTING EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, David Gilmore has resigned as Executive Director of the San Francisco Housing Authority ("Housing Authority") effective August 27, 1993; and

WHEREAS, it is now in the best interest of the Housing Authority to appoint Michael Kelly as Acting Executive Director;

NOW, THEREFORE, BE IT RESOLVED BY THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION THAT:

Michael Kelly be named and appointed as Acting Executive Director of the San Francisco Housing Authority effective at 5:00 p.m., August 27, 1993 and be designated as the Acting Secretary-Treasurer of the Commission through and until such time as the Commission appoints a permanent Executive Director.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 19, 1993

Vice President Shaw moved to amend Resolution (a) to replace Karen Moone's name with Michael Kelly and Commissioner Allen seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner

The amendment to Resolution No. 4105 was UNANIMOUSLY ADOPTED.

A discussion ensued regarding whether the same contractual terms would apply to Michael Kelly as Acting Executive Director as had applied to the Executive Director. Ms. Chavis stated that the duties of the Executive Director are set by the Bylaws of the Housing Authority Board of Commissioners. Ms. Chavis stated further that the decision as to whether the compensation should be the same for the Acting Executive Director as it had been for the Executive Director was at the discretion of the Board of Commissioners.

Commissioner Boileau moved to adopt Resolution 4015 as amended. Commissioner Huggins seconded the motion.

Commissioner Allen requested that the copies of the Bylaws of the Housing Authority Board of Commissioners be provided to the residents. Michael Kelly stated that copies of the Bylaws would be posted in all the development offices, in the senior buildings, at 440 Turk Street, and at the Egbert office and additional copies would be made available at the counters of the property offices. Commissioner Meskunas asked that copies of the Bylaws be provided to the new Commissioners and be made available to the public at the next two Commission meeting.

10. NEW BUSINESS:

(a)

RESOLUTION ACCEPTING THE EVALUATION REPORT FOR REDEVELOPMENT OF THE HAYES VALLEY NORTH AND SOUTH PUBLIC HOUSING SITES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO NEGOTIATIONS FOR A DEVELOPMENT AGREEMENT WITH THE McCORMACK BARON & ASSOCIATES, INC. DEVELOPMENT TEAM (MBA) AND EXECUTE A CONTRACT FOR UP TO $200,000 IN SECTION 8 RESERVES WITH MBA FOR PREDEVELOPMENT EXPENDITURES

WHEREAS, this Authority advertised for proposals from experienced housing developers and/or consultants for an evaluation of the potential of redevelopment of the Hayes Valley North and South public housing sites; and

WHEREAS, this Authority determined the development team headed by McCormack Baron & Associates, Inc. to be the most qualified respondent, and executed a contract following Commission authorization; and

WHEREAS, this phase of the redevelopment effort has been completed with an evaluation report and feasible preliminary proposal; and

WHEREAS, the Hayes Valley Resident Association leaders, the Department of City Planning and Hayes Valley neighborhood residents have reviewed this proposal and expressed support for the preliminary redevelopment plans; and

WHEREAS, the Authority has evaluated the proposal and determined the McCormack Baron & Associates, Inc. development team to be comprised of responsible firms having the technical capacity and ability to perform the proposed redevelopment successfully; and

WHEREAS, the next phase of this effort is to begin negotiations with the development team in accordance with all federal, state, and local regulations for a development agreement specifying the obligations of the development team; and

WHEREAS, the Hayes Valley residents will continue to participate in this negotiation process; and

WHEREAS, the negotiated development agreement will be presented to the Commission for approval and authorization for execution by the Executive Director at a later date.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission accepts the evaluation report and preliminary proposal for redevelopment of the Hayes Valley North and South public housing sites.

2. The Commission authorizes the Executive Director to enter into negotiations for a development agreement with the McCormack Baron & Associates, Inc. development team for redevelopment.

3. The Commission authorizes the Executive Director to execute a contract with MBA for up to $200,000 in Section 8 reserves for predevelopment expenditures for the Hayes Valley North and South redevelopment.

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Commissioner Boileau moved to table this Resolution until the next meeting. Commissioner Meskunas seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner

Commissioner Boileau stated the following reasons for moving to table Resolution (a):

1. From reading the document the financing mechanisms being proposed were unclear to Commissioner Boileau and he requested additional information.

2. Commissioner Boileau expressed that the Housing Authority needs to examine the fact that what is being proposed in the document is that Housing Authority land would be leased to a private owner who would set aside a certain number of units for tenants eligible for public housing while other units would be set up on a different basis. He stated that this would be a fundamental change for the Housing Authority and, although it is true that the Authority authorized this

exploration, Commissioner Boileau felt that the Housing Authority should reconsider whether the project should be done in this manner. Commissioner Boileau stated that it was true that both Hayes Valley developments need to be rebuilt, but that a way to other than public funding needs to be found to accomplish the project.

3. Commissioner Boileau also inquired as to who would decide which residents would return if it was true that only 60% of the current residents would be returning. The Commissioner further inquired as to whether the Housing Authority guaranteed to have those Section 8 certificates available, and whether they would be in the same area as requested.

4. Commissioner Boileau asked when title to the newly rebuilt developments would revert to the Housing Authority as that information was not contained in the documents before the Commission.

Commissioner Huggins stated that she had moved to have the Resolution pass because she had spoken with the Resident Associations at Hayes Valley who the Commissioner felt were in a better situation to indicate whether this Resolution should pass. Commissioner Huggins stated further that the residents definitely want the Resolution to pass and have been involved the planning stage since the beginning.

Vice President Shaw stated there was to be no discussion after a motion to table. At Vice President Shaw's request, Michael Kelly agreed to prepare a response to Commissioner Boileau's questions for review at the next Commission meeting.

Commissioner Meskunas requested that information be provided regarding the relocation plan, an affirmative plan and the time frame. Commissioner Meskunas further inquired about the possibility of obtaining emergency funds in order to install fire escapes in the interim until the residents are relocated. Commissioner Boileau stated that the Housing Authority would report on the fire escapes as a separate issue from the redevelopment of these two sites.

(b)

RESOLUTION NO. 4106

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH CHARLES S. CAMPANELLA, INC. FOR THE DEMOLITION AND REMOVAL OF CONCRETE AT THE VALENCIA GARDENS HOUSING DEVELOPMENT IN AN AMOUNT NOT TO EXCEED $14,670.00

WHEREAS, the Authority solicited proposals for the demolition and removal of concrete paving at its Valencia Gardens Housing Development; and

WHEREAS, the Authority received proposals from the following demolition firms:

- Charles S. Campanella, Inc. $14,670.00
- Caldwell Building Wreckers $18,000.00
- Nichols Diamond Tool, Inc. $25,191.00

WHEREAS, the Authority reviewed the proposals received and determined that Charles S. Campanella, Inc. could perform the demolition work and removal of concrete in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should negotiate an agreement with Charles S. Campanella, Inc. for the required work; and

WHEREAS, funding for the demolition and removal of concrete at Valencia Gardens is approved as part of the Authority's Comp Grant for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute an agreement with Charles S. Campanella, Inc. for concrete demolition and removal at Valencia Gardens in an amount not to exceed $14,670.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Commissioner Meskunas moved to adopt Resolution 4106. Commissioner Huggins seconded the motion.

AYES:	Reverend Clarence L. Shaw, Vice President Jan Allen, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSTAIN:	Robert J. Boileau, Commissioner
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner

(c)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH MORRIS, DAVIS & CHAN, CERTIFIED PUBLIC ACCOUNTANTS, FOR FINANCIAL AUDIT SERVICES IN AN AMOUNT NOT TO EXCEED $89,500.00

WHEREAS, the Authority solicited proposals, in full and open competition, for audit services related to its financial statements in accordance with OMB A-128; and

WHEREAS, responses were received from five qualified and interested CPA firms that were evaluated and rated as follows:

- Morris, Davis & Chan 288 points
- Patel & Cruz 275 points
- Calvin Y. Louie, CPA 241 points
- Williams, Adley & Co. 231 points
- Odenberg, Ullakko, Muranishi & Co. 212 points

WHEREAS, based on the results of the evaluation process, the Authority selected Morris, Davis & Chan as the respondent that could provide the required services in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award a contract to Morris, Davis & Chan for the required services; and

WHEREAS, funding for the services described herein is available as part of the Authority's operating budget and Section 8 Administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Morris, Davis & Chan for financial audit services in an amount not to exceed $89,500.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Discussion ensued about the annual contract for the agency audit. Commissioner Huggins stated that she would like to move something extremely new here and asked why can't the $89,500 be used to find people in public housing who have CPA degrees to conduct the audit.

Commissioner Boileau stated he was going to argue in favor of this motion. He further stated that we had put this proposal up for public bidding and gotten several responses. Commissioner Boileau. Commissioner Boileau stated that we are required to have a CPA firm do this audit work. and we put it up for public bid. He supported passage of the resolution, and said that at another time we could suggest another way of getting qualified and interested CPA firms, and could take it up at that time, but not to delay this resolution. Commissioner Boileau stated that the bidders were ranked; according to the document Morris, David & Chan received 288 points. The money is available in the Housing Authority budget for this required audit.

Michael Kelly said that the Authority has been going on a period of scheduled audits with an outside CPA firm for the last few years. He stated further that it is a HUD requirement, although there was a period of time when the Authority failed to meet the requirement. Mr. Kelly stated that the Authority is back on schedule. As Secretary, Mr. Kelly urged the passage of the Resolution which resulted from a process of competitive bidding, where established criteria was followed, including affirmative action, experience, ability and capacity. Morris, Davis & Chan was the company with the highest points based on that criteria.

Commissioner Huggins inquired of Mr. Kelly as to when and where the bidding was advertised. She made the motion to table Resolution (c) pending further information. Commissioner Meskunas seconded the motion and requested that additional information be made available for the next meeting.

The vote was:

AYES:	Jan Allen, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSTAIN:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner

Michael Kelly agreed to provide the Commissioners with the additional information requested by Commissioners Huggins and Meskunas.

(d)

RESOLUTION NO. 4107

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT No.SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (Jan. 1990), applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program.

Now therefore, be it resolved by the PHA, as follows:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Commissioner Meskunas moved to adopt Resolution 4107. Commissioner Boileau seconded the motion.

At the request of Commissioner Boileau, Larry Andrews, Director of the Section 8 Program, informed the Commissioner that Resolutions (d), (e) and (f) were Section 8 related items. Mr. Andrews stated that the purpose of this Resolution was to request authorization to execute a new funding contract with the Secretary of HUD because the contract currently in existence is scheduled to terminate. Mr. Andrews stated also that Resolutions (d) and (f) control two different annual contribution contracts - one for 100 units and one for Section 8 certificate units. Another contract controls 215 Section 8 certificate units. To Commissioner's Huggins inquiry, Mr. Andrews responded that there are approximately 3,500 Section 8 certificates attached to the regular Section 8 program, approximately 200 Section 8 certificates attached to the state aftercare program, and close to 900 Section 8 vouchers. Mr. Andrews responded further that approximately 2,000 names are on the waiting list.

Vice President Shaw inquired if it would be appropriate to request a complete report on the statistics of the Section 8 program for the benefit of the new Commissioners. Michael Kelly stated that the new Commissioners would receive orientation on this and other programs.

Commissioner Boileau urged the Housing Authority staff to submit items such as this on a more timely basis in order to give adequate time for consideration.

Commissioner Meskunas moved to adopt Resolution 4107. Commissioner Boileau seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner

Resolution 4107 was UNANIMOUSLY ADOPTED.

(e)

RESOLUTION NO. 4108

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR FUNDS FOR SUPPORTIVE SERVICE GRANT AND SECTION 8 RENTAL VOUCHERS FOR THE ELDERLY INDEPENDENCE DEMONSTRATION PROGRAM AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on July 22, 1993, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for Housing Vouchers; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on September 7, 1993. This short application period warrants immediate Board action; and

WHEREAS, the Authority desires to submit application for these funds and the authority to execute the Annual Contributions Contract by the Executive Director of the San Francisco Housing Authority; and

WHEREAS, this action must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Certificate and Voucher funding and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

A discussion ensued during which Larry Andrews, Director of the Section 8 program, explained Notice of Funding Availability. Commissioner Allen requested details on how participants would be selected. Involved is $500,000 in supportive services and 75 additional Section 8 rental vouchers.

Commissioner Allen requested a detailed report on this program.

Commissioner Allen moved to adopt Resolution No. 4108. Commissioner Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, Vice President Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner Barbara R. Meskunas, Commissioner
NAYS:	None
ABSENT:	Lewis Lillian, President Reverend Harry Chuck, Commissioner

Resolution 4108 was UNANIMOUSLY ADOPTED.

(f)

RESOLUTION NO. 4109

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT No.SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (Jan. 1990), applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program.

Now therefore, be it resolved by the PHA, as follows:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4109. Commissioner Meskunas seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, Vice President
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Barbara R. Meskunas, Commissioner

NAYS: None

ABSENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner

Resolution 4109 was UNANIMOUSLY ADOPTED.

Commissioner Boileau stated that before adjournment there were two items to be put on the table. Commissioner Boileau then summarized a statement of David Gilmore, dated August 26, 1993, saying Mr. Gilmore was deliberately absent from today's meeting due to his disagreement with the Commission appointments made by the Mayor. Commissioner Boileau further stated that he disagreed with Mr. Gilmore on this item and that the Mayor could appoint whomever he chose. The Commissioner requested that the new Commissioners share their program or agenda with the rest of the Commission if they had one. Commissioner Boileau stressed that it is the staff who carries out the programs and policies of the Housing Authority Board of Commissioners. Commissioner Boileau stated that if the new Commissioners had proposals for radical changes in personnel it would only be fair to share that with the rest of the Commission. He stated the new Commissioners were no longer outsiders but were now a part of the Commission. Commissioner Boileau further stated that the Commission is responsible for the success or failure of its policies and that the Commissioners should be mutually aware of the policies, goals and objectives.

Commissioner Allen stated that she felt that all the Commissioners needed was a semblance of cooperation, to be nonjudgmental, and to amend the Resolution limiting speakers to five minutes. She agreed that what is needed is to bring the tenants together and the Commissioners together.

Commissioner Huggins stated that she appreciated Commissioner Boileau's comments and suggestions and the fact that he would like to be privy to goals and objectives of the new Commissioners. Commissioner Huggins further stated that as soon as the residents of public housing make her privy to their goals and objectives, she would pass the information on to the other Commissioners.

12. ADJOURNMENT:

There being no further business, Commissioner Boileau moved to adjourn the Meeting of August 26, 1993 and Commissioner Meskunas seconded the motion, which upon vote of the Commission was unanimously passed. The meeting was adjourned at 7:20 p.m. The next Regular Meeting has been scheduled for September 9, 1993.

Reverend Clarence L. Shaw
Vice President

Michael Kelly
Acting Secretary and Executive Director

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 9, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, September 9, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Barbara R. Meskunas, Commissioner

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2. APPROVAL OF AGENDA:

3. ELECTION OF OFFICERS:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

4. VISITORS:

5. APPROVAL OF MINUTES:

6. GENERAL COMMUNICATIONS:

7. REPORT OF SECRETARY:

8. COMMITTEE REPORT:

9. REPORT OF COUNSEL:

10. TENANT REPRESENTATIVE:

11. UNFINISHED BUSINESS:

(a) Resolution - Resolution accepting the evaluation report for redevelopment of the Hayes Valley North and South Public Housing Sites and authorizing the Executive Director to enter into negotiations for a development agreement with the McCormack Baron & Associates, Inc. development team (MBA) and execute a contract for up to $200,000 in Section 8 reserves with MBA for predevelopment expenditures

(c) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with Morris, Davis & Chan, Certified Public Accountants, for financial audit services in an amount not to exceed $89,500.00

12. NEW BUSINESS:

(a) CONSENT CALENDAR - All matters listed hereunder constitute a Consent Calendar, are considered to be routine and will be acted upon by a single vote of the Commission. There will be no separate discussion of these items unless a member of the Commission so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item after action on the Consent Calendar has been completed.

(a1) Resolution - Resolution authorizing the Acting Executive Director to procure utility related services from California Energy Investment Corporation ($81,010.00), Golden Gate Disposal and Sunset Scavenger ($1,400,000.00), Pacific Conservation Service Company ($45,000.00), Pacific Gas and Electric Company ($5,239,600.00), Sanitary Fill Company ($155,000.00), and San Francisco Water Department ($4,395,690.00) for Fiscal Year 1993-94;

(a2) Resolution - Resolution authorizing the Acting Executive Director to procure postal services from the United States Postal Service ($30,000.00) and RMRS Systems ($70,000.00) for Fiscal Year 1993-94;

(a3) Resolution - Resolution authorizing the Acting Executive Director to procure telephone services from A.T.& T., Pacific Bell, Pactel Mobile Services ($345,000.00) for Fiscal Year 1993-94;

(a4) Resolution - Resolution authorizing the Acting Executive Director to procure eviction services from the San Francisco Sheriff Department ($15,000.00) for Fiscal Year 1993-94;

(a5) Resolution - Resolution authorizing the Acting Executive Director to procure health related services from the Public Employees Retirement System ($900,000.00), Delta Dental Plan ($155,000.00), and Department of Public Health ($15,000.00) for Fiscal Year 1993-94;

(a6) Resolution - Resolution authorizing the Acting Executive Director to procure gasoline and lubricants from the City and County of San Francisco ($125,000.00) for Fiscal Year 1993-94;

(a7) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Bank of America and Automatic Data Processing, Inc. ($102,000.00) during Fiscal Year 1993-94;

(a8) Resolution - Resolution authorizing the Acting Executive Director to provide funding for contracts with Bay Area Mechanical & Engineering, Inc. and Demakas Plumbing & Heating ($50,000.00) during Fiscal Year 1993-94;

(a9) Resolution - Resolution authorizing the Acting Executive Director to provide funding for contracts with Bell Atlantic Business Systems and Creative Computer Solutions ($40,000.00) during Fiscal Year 1993-94;

(a10) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Applied Pest Management, Inc. ($100,000.00) during Fiscal Year 1993-94;

(a11) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Frigidaire ($100,000.00) during Fiscal Year 1993-94;

(a12) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Guarantee Mutual Life Company ($45,000.00) during Fiscal Year 1993-94;

(a13) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Hy-Tech Elevator Services ($300,000.00) during Fiscal Year 1993-94;

(a14) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Milton F. Reiterman ($75,000.00) during Fiscal Year 1993-94;

(a15) Resolution - Resolution authorizing the Acting Executive Director to provide funding for contracts with National Tenant Network and National Credit Reporting ($28,550.00) during Fiscal Year 1993-94;

(a16) Resolution - Resolution authorizing the Acting Executive Director to provide funding for contracts with Blue Print Services and Ford Graphics ($40,000.00) during Fiscal Year 1993-94;

(a17) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Service Employees Union Local 14 ($30,000.00) during Fiscal Year 1993-94; and

(a18) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Transocean Funding, Inc. ($171,102.50) during Fiscal Year 1993-94;

(b) Resolution - Resolution authorizing the Acting Executive Director to enter into a Contract with Marinship Construction Services, Inc. for the installation of a play area safety surface at Cal 1-18(3), Hunter's View, in the amount of $17,500.

(c) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Acker and Guerrero Roof Company, Inc. for roofing and waterproofing repairs at Development Cal 1-11, North Beach, in the amount of $421,733.

13. ADJOURNMENT:

Michael Kelly
Acting Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, September 9, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 9, 1993 at 4:10 p.m.

1. ROLL CALL:

The meeting was called to order by Vice President Shaw.

Roll Call found the following members to be:

PRESENT: Reverend Clarence L. Shaw, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Barbara R. Meskunas, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Discussions of today's agenda began with a request from Commissioner Huggins that today's Minutes reflect that she wished to have the issue of the Housing Assistants and Residential Custodians placed on the Agenda for today's meeting. Commissioners Allen, Huggins and Meskunas each stated that they believed Legal Counsel Geraldine Chavis indicated during the August 26, 1993 Board of Commissioners meeting that the subject of the Housing Assistants could be placed on the September 9, 1993 Agenda if the Commissioners so desired. Commissioners Allen, Huggins and Meskunas also said that an emergency situation existed regarding the Housing Assistants. Commissioner Meskunas stated, as a point of clarification, that the Brown Act allowed that, if an issue were determined to be on an emergent nature by the Commissioners, that item could be heard on the same date.

Vice President Shaw acknowledged that, while the Housing Assistant issue did not appear on today's Agenda and could not be considered without proper notification, specific individual emergency situations would be addressed if made known to the Commissioners and to the Housing Authority staff. Additionally, Vice President Shaw stated that no

emergency situations regarding this issue had been brought to the attention of the Commission or to the attention of the Housing Authority staff. Vice President Shaw stated further that briefings regarding this and other issues had been scheduled to accommodate the new Commissioners.

Counsel Chavis stated that Commissioner Allen had a conflict of interest on the Housing Assistant issue because Commissioner Allen's lawsuit dismissal was a dismissal without prejudice; therefore, Commissioner Allen could not vote on the issue of Housing Assistants while the disposition of the case remained unclear.

Commissioner Boileau moved to approve the Agenda for September 9, 1993 and Commissioner Chuck seconded the motion.

Commissioner Boileau requested that Resolutions (a4) and (a14), New Business, be removed from the Consent Calendar and considered as separate items. Vice President Shaw stated that Resolutions (a4) and (a14) would be removed from the Consent Calendar.

The Agenda of September 9, 1993 was approved, with Commissioner Huggins opposing.

3. ELECTION OF OFFICERS:

Michael Kelly, Acting Secretary, read Section 7 of the Bylaws of the City and County of San Francisco, as amended April 9, 1992, which dealt with the vacancy and election of the offices of President or Vice President. Mr. Kelly called for nominations for the office of President.

Commissioner Chuck inquired whether the elections could be held by secret ballot if there was no objection from his fellow Commissioners. Commissioner Huggins objected to the secret ballot offer, stating that she would like her ballot to be known to the public. Commissioner Boileau stated that the question of a secret ballot was premature since, if there was only one candidate for an office, then a secret or non-secret ballot was a moot point.

Commissioner Boileau moved to nominate Vice President Shaw as President of the Commission. Commissioner Huggins seconded the motion. Commissioner Chuck moved that the nominations for President of the Board of Commissioners be closed. Commissioner Allen seconded the motion. Thereupon, the Acting Secretary called the roll and upon roll call the motion to elect Vice President Shaw as President was UNANIMOUS. President Shaw thanked the Board of Commissioners for their vote of confidence and stated that he would attempt to lead the Commission in a positive way for the benefit of all persons involved. President Shaw further stated that this was a time for cooperation between the staff, the residents, the public and the Commission rather than a time for seeking scapegoats for the problems which have existed.

President Shaw called for nominations for the office of Vice President, the office he had vacated upon election to President. Commissioner Boileau stated, as a point of procedure, that he believed that the Bylaws stated that, whenever an office was vacated, the election for that office would be held at the next regularly scheduled meeting of the Commission and not at the same meeting at which the position was vacated. In response to inquiry by President Shaw, Legal Counsel Geraldine Chavis stated that the election for Vice President could be held at the meeting of September 9, 1993, if the Commission desired and voted to do so by a 2/3 vote and suspension of the Bylaw requirement. Commissioner Boileau reminded the Commissioners that the Commission was often criticized for not following its own rules and that it seemed to him that it was not a matter of who was to be elected but a matter of the Commission following its own rules. Further, Commissioner Boileau stated, he did not think the Commission's rules provided for a two-thirds override by way of the Bylaws. Commissioner Boileau stated that, if that were to be true, then it might call into question whether, whoever was elected, that person was properly elected or not. It was agreed to proceed with the election of the Vice President.

Commissioner Huggins moved to nominate Commissioner Meskunas as Vice President. Commissioner Allen seconded the motion. There being no further nominations, the nominations were closed. Thereupon, the Acting Secretary called the roll and upon roll call the motion to elect Commissioner Meskunas as Vice President was adopted, with Commissioner Boileau opposing. Vice President Meskunas stated that, although she was new to the Commission, she would do the best she could to provide leadership when President Shaw was not available.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

Prior to the public testimony, President Shaw requested that Acting Secretary Michael Kelly read the Rules Governing Public Testimony and Mr. Kelly did so.

3. VISITORS:

Benny Rodgers, 1750 McAllister Development
Shirley Darton, Sunnydale Development
Alma Lark, North Beach Development
Jerry Abrams, 1855-15th Street Development
Ron Lemmon
Hasinah Rahim, Hayes Valley Development
Ann Ingoles, Hayes Valley Development
Bessie Crockett, Valencia Gardens Development
Osteen B. Nenell, Plaza East Development
Jeane Rusk
Al Smith, North Mission News
Doug Comstock, Lesbian-Gay-Bi Voters Project

Margaret Verges
Dorice Murphy
Basul Parik, Mint Hill Neighborhood Association
Maureen Oddonne, Mint Hill Neighborhood Association

President Shaw called for a 10-minute recess at 6:50 p.m. The Commission meeting was reconvened at 7:15 p.m.

4. APPROVAL OF MINUTES:

Vice President Meskunas stated that it was she who had requested the Housing Assistant issue be heard at the September 9, 1993 meeting and that, from her recollection, the Commission had agreed. Vice President Meskunas requested that the issue absolutely be placed on the Agenda for the next meeting. President Shaw reiterated that prior to the next meeting there would be briefings of the Commissioners regarding this issue. Further, President Shaw stated that the mission for the Commission presently was to resolve the issue to the satisfaction of all parties and that could not be accomplished at the September 9, 1993 meeting. President Shaw further stated that there were action items which would be dealt with during the September 23, 1993 meeting, but that those issues could not be dealt with at the September 9, 1993 meeting.

Commissioner Allen questioned Counselor Chavis's statement that the Commissioner would have been in conflict of interest if the Housing Assistant issue had been put on the table two weeks ago.

Commissioner Boileau suggested that the tape recording of the minutes could be consulted in order to determine what was actually said at the August 26, 1993 meeting. Vice President Meskunas requested that the August 26, 1993 minutes be tabled until the next meeting in order that the tapes could be checked.

Commissioner Chuck moved to table the August 26, 1993 minutes until the next meeting. Vice President Meskunas seconded the motion.

The motion to table the August 26, 1993 minutes was UNANIMOUS.

5. GENERAL COMMUNICATIONS:

Acting Secretary Michael Kelly informed the Commissioners that their followup packet contained copies of letters sent, per the Commission's instructions, to the San Francisco Independent, the San Francisco Chronicle and San Francisco Examiner regarding the delivery of newspapers to San Francisco public housing developments. Mr. Kelly stated that in his letters he suggested that the Agency would consider not placing advertisements in those newspapers which would not deliver to SFHA residents.

Mr. Kelly further stated that, per Commission instructions, a letter of condolence had been written to the family of Lieutenant Butler, the fireman who perished in the Geneva Towers fire, noting that the August 26, 1993 Commission meeting had adjourned in memory of Lieutenant Butler as an expression of its deep appreciation for Lieutenant Butler's commitment and ultimate sacrifice.

Commissioner Huggins requested that the following issues be added to the Agenda of the next Commission meeting: (1) consideration of new guidelines concerning public comment; and (2) a closed session to review some personnel matters.

6. REPORT OF SECRETARY:

Acting Secretary Michael Kelly stated that he would continue to provide the Commissioners with followup packets for future items. Mr. Kelly further stated that if the Commissioners deemed the followup for any items to be unsatisfactorily fulfilled those items would be continued to the next meeting's Commission packets.

Mr. Kelly briefly highlighted the various summer activities in which Resident Services participated with the development residents. Mr. Kelly stated that some of the activities in which he was able to participate in his new capacity as Acting Executive Director were the Grand Opening of the Hunters View Family Hope Center, the Sunnydale Health Clinic, the employment by the Housing Authority of 100 youths in its various departments and divisions and the back to school program for the SFHA Mentor Program.

Mr. Kelly stated that he had attended the PHTA meeting on Wednesday, September 8, 1993 and that, of the many issues discussed, the most important to the residents seemed to be the election of PHTA officers. Mr. Kelly further reported that tentative election dates were set, with October 12, 1993 scheduled for the general convention and the election of the PHTA officers. Mr. Kelly stated that there would be a Leadership Forum meeting at 440 Turk at 12:00 noon, Thursday, September 16, 1993 for elected leadership in public housing as well as for any other interested residents who wish to discuss the procedures, the process and the establishment of an election committee. The election committee would then be responsible for establishing procedures and would return to the Leadership Forum on October 7, 1993 in preparation for the October 12, 1993 election. Further, Mr. Kelly stated, it was noted that the residents would like to have continuing support from the Mayor's Office and the Office of the Registrar of Voters in this process. President Shaw requested that Commissioners Huggins and Allen attend the 12:00 noon, September 16, 1993 meeting at 440 Turk to take part in the initial conference. According to President Shaw, Erica Henri from the Mayor's Office and Germaine Wong, Municipal Recorder, Office of the Registrar of Voters, would also be invited.

Mr. Kelly reminded the Commission that, prior to the meeting, they had been advised that there was a problem with Resolution (c) which required some action by the Commission. Mr. Kelly stated that Acker and Guerrero Roof Company, Inc., the low bidder for the work involved, had informed the Authority that an arithmetic error had been made and had, therefore, requested a formal withdrawal of its bid. Mr. Kelly also stated that the staff had reviewed this claim and confirmed the error. Mr. Kelly informed the Commission that the second lowest bid was submitted by Western Roofing Service which was evaluated and was found to be in compliance with all the Authority requirements. According to Mr. Kelly, this firm has agreed to employ two North Beach residents on this job and currently expect to use only seven workers on the job. Mr. Kelly stated that it was recommended that Resolution (c) be amended to award the contract to Western Roofing Services following its ability to cover the higher bid amount. Mr. Kelly stated that, at the time of the Agenda action, it would require the President of the Commission to call for a motion for Resolution (c) to be amended.

Commission Huggins inquired whether the Mayor's Office had transmitted its desire that there should be new elections at the developments prior to the PHTA election. Commission Huggins expressed her support of the Mayor's request and her desire that the Commission and the staff would adhere to the Mayor's request that there be new elections in all the developments prior to the PHTA elections. Mr. Kelly stated that this matter was discussed at the Wednesday meeting and that he hoped it would be discussed again at the Leadership Forum meeting. Mr. Kelly stated that the participants had looked at the logic of having the newly recognized governing body of PHTA take the lead in such an effort and if there should be a need for another overall election of PHTA once there was full development representation. President Shaw assured Commissioner Huggins that he was working very closely with the Mayor's Office to insure a smooth process for elections, that details were being worked out and that Commissioner Huggins would be involved in the process.

In response to Commissioner Allen's query, Mr. Kelly stated that he was acting only as a facilitator in the PHTA election process and these were merely discussions to get the process started. Mr. Kelly emphasized there would be further discussions at the meeting on Thursday, September 16, 1993 and residents were welcomed to attend. President Shaw stated he would finalize the details of a meeting with Commissioners Huggins and Allen prior to the September 16th meeting to work out details regarding PHTA Bylaws.

Mr. Kelly announced that the new Commissioner orientation sessions began on Wednesday, September 8, 1993, and were quite successful and that he hoped these sessions would continue until most of the major activities of the Authority were addressed.

7. COMMITTEE REPORT:

Commissioner Boileau stated that, while it wasn't actually a committee meeting, he had requested a briefing from the staff on Hayes Valley. Commissioner Boileau further

stated that Commissioners Huggins and Meskunas were also present at the meeting on Tuesday, September 7, 1993 along with two tenant representatives from the development.

8. REPORT OF COUNSEL:

Legal Counsel Geraldine Chavis stated that her written report had been provided in the Commissioners packets. Ms. Chavis reported that since then she had received a Request for Dismissal on the action *Allen vs. David Gilmore, et al,* Superior Court Case No. 95276. However, Ms. Chavis stated, the Dismissal was without prejudice and went to the Complaint only which implies that there will be further activity on this litigation. Ms. Chavis stated that she would be speaking with Commissioner Allen's attorney either this week or next week to determine if, in fact, Commissioner Allen plans to file an amended Complaint and that it wouldn't be until the Authority had received that amended Complaint, that the advice Ms. Chavis gave in her Legal Counsel's Report would be changed. President Shaw requested that Acting Secretary Michael Kelly address the rumor that the Authority was evicting prior Housing Assistants. Mr. Kelly stated that he knew of no such situation but that he would investigate the matter and inform President Shaw on September 10, 1993. President Shaw requested that Commissioner Allen and anyone else with information regarding eviction of prior Housing Assistants supply him with such information and those evictions would be stopped.

9. TENANT REPRESENTATIVE REPORT:

Christine Neal stated that the PHTA was an umbrella organization and that if the elections continued to be postponed the tenants would be going nowhere. Ms. Neal stated that the meeting on September 16, 1993 was very important. She requested that not only the leaders city-wide but also non-leaders should attend the meeting at 12:00 noon on that date. Ms. Neal appealed to the residents to put their feelings aside and work together. Ms. Neal also stated that it was up to the Commission whether or not the PHTA election was to be postponed. President Shaw informed Ms. Neal, as a point of information, that the Commission had not and would not vote on any activity for the PHTA - the Commission would not set PHTA's date, would not change its date, approve PHTA's date or disapprove its date. Further, President Shaw reiterated that the Commission was only acting as a facilitator and that the PHTA election process was to be conducted by the residents. President Shaw stated that the role of the Commission was to make sure that things worked fairly, that whatever standards the residents develop are applied uniformly. Commissioner Huggins emphasized that communications should be kept open and reiterated that the Commission did not want to control PHTA, that PHTA was for the residents.

10. UNFINISHED BUSINESS:

(a) RESOLUTION No. 4110

RESOLUTION ACCEPTING THE EVALUATION REPORT FOR REDEVELOPMENT OF THE HAYES VALLEY NORTH AND SOUTH PUBLIC HOUSING SITES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO NEGOTIATIONS FOR A DEVELOPMENT AGREEMENT WITH THE McCORMACK BARON & ASSOCIATES, INC. DEVELOPMENT TEAM (MBA) AND EXECUTE A CONTRACT FOR UP TO $200,000 IN SECTION 8 RESERVES WITH MBA FOR PREDEVELOPMENT EXPENDITURES

WHEREAS, this Authority advertised for proposals from experienced housing developers and/or consultants for an evaluation of the potential of redevelopment of the Hayes Valley North and South public housing sites; and

WHEREAS, this Authority determined the development team headed by McCormack Baron & Associates, Inc. to be the most qualified respondent, and executed a contract following Commission authorization; and

WHEREAS, this phase of the redevelopment effort has been completed with an evaluation report and feasible preliminary proposal; and

WHEREAS, the Hayes Valley Resident Association leaders, the Department of City Planning and Hayes Valley neighborhood residents have reviewed this proposal and expressed support for the preliminary redevelopment plans; and

WHEREAS, the Authority has evaluated the proposal and determined the McCormack Baron & Associates, Inc. development team to be comprised of responsible firms having the technical capacity and ability to perform the proposed redevelopment successfully; and

WHEREAS, the next phase of this effort is to begin negotiations with the development team in accordance with all federal, state, and local regulations for a development agreement specifying the obligations of the development team; and

WHEREAS, the Hayes Valley residents will continue to participate in this negotiation process; and

WHEREAS, the negotiated development agreement will be presented to the Commission for approval and authorization for execution by the Executive Director at a later date.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission accepts the evaluation report and preliminary proposal for redevelopment of the Hayes Valley North and South public housing sites.

2. The Commission authorizes the Executive Director to enter into negotiations for a development agreement with the McCormack Baron & Associates, Inc. development team for redevelopment.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Commissioner Boileau moved to substitute the Resolution of the whole. Commissioner Chuck seconded the motion. Commissioner Boileau stated that the substitution of the whole would make the following changes indicated in italics:

"1. The Commission *receives* the evaluation report and preliminary proposal for redevelopment of the Hayes Valley North and South public housing sites.

2. The Commission authorizes the Executive Director to enter into negotiations for a development agreement with the McCormack Baron & Associates, Inc. development team for redevelopment, *if and when the San Francisco Housing Authority initial negotiating position, and negotiations goals are known and agreed to by majority vote of the Commission in Executive Session.*

3. *The Commission authorizes the Executive Director to expend up to $100,000 in Section 8 reserves for Hayes Valley North and South redevelopment predevelopment costs (as specifically approved by the Commission), if the McCormack Baron & Associates, Inc. development team also contributes an equal amount of in-kind time for these activities. It shall be known to, and agreed to by the parties that payment for the activities contributed by McCormack Baron & Associates, Inc. development team may be a subject of negotiations per 2, above. However, if no development agreement is reached, no payment will be made.*

4. This Resolution shall take effect immediately."

A discussion ensued during which Commissioner Boileau stated that he had met on Tuesday with two Commissioners, two Hayes Valley tenant representatives and members of the Housing Authority staff. Commissioner Boileau expressed that the Authority's bargaining position entering into the negotiations was unclear, which could result in undesired ramifications later on in the development of the Hayes Valley project. Further, Commissioner Boileau stated that

it would be prudent for the Authority staff to report its bargaining position prior to negotiations. Also, Commissioner Boileau stated, he had a moral objection to tax-credit funding because of its cost to the taxpayers.

Ted Dientsfrey, Director of the Mayor's Office of Housing, discussed the tax-credit program method of funding and stated that without it there would be no way to build affordable housing in San Francisco. Mr. Dientsfrey stated that the tax-credit program would also encourage future economic activity by the investor. Mr. Dientsfrey emphasized the importance of cooperation between the interested parties to the Hayes Valley development project and requested it be moved forward as presented by the Authority staff. Also, Mr. Dientsfrey stated, the Commission, Mayor's Office, community and residents would be kept informed as to the development's progress.

Barbara Smith, SFHA Principal Administrative Planner, stated that, at this point, there was a blueprint which had been negotiated with the residents over the past 18 months. Ms. Smith pointed out that the Hayes Valley development would change drastically with the preliminary proposal - there would be large family-sized units, 195 two, three and four bedroom units at a site where about 50% of the units are studios and one bedrooms. Ms. Smith stated that there was a commitment in the Resolution and also the developers have made commitments to have residents sit at the table, sign the development agreement, and the Commissioners would be briefed throughout this process. Ms. Smith also stated that there was much to be done and expressed concern that slowing the process down might risk the financing which is highly competitive and which is the only financing that is available now to complete this kind of replacement development.

The vote on the amendment was:

AYES:	Robert J. Boileau, Commissioner Reverend Harry Chuck, Commissioner
NAYS:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Jan Allen, Commissioner Karen Huggins, Commissioner

The motion to amend Resolution No. 4110 was DEFEATED.

Commissioner Huggins moved to adopt Resolution No. 4110. Vice President Meskunas seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Reverend Harry Chuck, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner

NAYS: None

ABSTAIN: Robert J. Boileau, Commissioner

Resolution No. 4110 was ADOPTED.

(c) RESOLUTION No. 4111

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH MORRIS, DAVIS & CHAN, CERTIFIED PUBLIC ACCOUNTANTS, FOR FINANCIAL AUDIT SERVICES IN AN AMOUNT NOT TO EXCEED $89,500.00

WHEREAS, the Authority solicited proposals, in full and open competition, for audit services related to its financial statements in accordance with OMB A-128; and

WHEREAS, responses were received from five qualified and interested CPA firms that were evaluated and rated as follows:

- Morris, Davis & Chan 288 points
- Patel & Cruz 275 points
- Calvin Y. Louie, CPA 241 points
- Williams, Adley & Co. 231 points
- Odenberg, Ullakko, Muranishi & Co. 212 points

WHEREAS, based on the results of the evaluation process, the Authority selected Morris, Davis & Chan as the respondent that could provide the required services in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award a contract to Morris, Davis & Chan for the required services; and

WHEREAS, funding for the services described herein is available as part of the Authority's operating budget and Section 8 Administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Morris, Davis & Chan for financial audit services in an amount not to exceed $89,500.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

August 26, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4111. Commissioner Huggins seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4111 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) The following Resolutions (a1-a18) represent the Consent Calendar and were voted on collectively, with the exception of Resolutions (a4) and (a14), which were considered separately.

(a1) RESOLUTION NO. 4112

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROCURE UTILITY RELATED SERVICES FROM CALIFORNIA ENERGY INVESTMENT CORPORATION ($81,010.00), GOLDEN GATE DISPOSAL AND SUNSET SCAVENGER ($1,400,000.00), PACIFIC CONSERVATION SERVICE COMPANY ($45,000.00), PACIFIC GAS & ELECTRIC COMPANY ($5,239,600.00), SANITARY FILL COMPANY ($155,000.00), AND SAN FRANCISCO WATER DEPARTMENT ($4,395,690.00) FOR FISCAL YEAR 1993-94

WHEREAS, the Authority procures required and necessary utility related services from the following vendors:

- California Energy Investment Corporation (solar panels)
- Golden Gate Disposal and Sunset Scavenger Co. (garbage removal)

- Pacific Conservation Service Company (ZIP loan payments on energy conservation)
- Pacific Gas & Electric Company
- Sanitary Fill Company (garbage disposal site)
- San Francisco Water Department; and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to procure the utility related services of the following vendors in the not to exceed amounts specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - California Energy Investment Corporation - ($81,010.00)
   - Golden Gate Disposal and Sunset Scavenger Co. - ($1,400,000.00)
   - Pacific Conservation Service Company - ($45,000.00)
   - Pacific Gas & Electric Company - ($5,239,600.00)
   - Sanitary Fill Company - ($155,000.00)
   - San Francisco Water Department - ($4,395,690.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a2) RESOLUTION NO. 4113

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROCURE POSTAL SERVICES FROM THE UNITED STATES POSTAL SERVICE ($30,000.00) AND RMRS SYSTEMS ($70,000.00) FOR FISCAL YEAR 1993-94

WHEREAS, the Authority procures required and necessary postal services from the following vendors:

- United States Postal Service (bulk mailing)
- RMRS Systems (postage meter); and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to procure the postal services of the following vendors in the not to exceed amounts specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - United States Postal Service - ($30,000.00)
   - RMRS Systems - ($70,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a3) RESOLUTION NO. 4114

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROCURE TELEPHONE SERVICES FROM A.T.& T., PACIFIC BELL, AND PACTEL MOBILE SERVICES ($345,000.00) FOR FISCAL YEAR 1993-94

WHEREAS, the Authority procures required and necessary telephone related services from the following vendors:

- A.T.& T. (long distance carrier)
- Pacific Bell (local carrier and Centrex system maintenance)
- Pactel Mobile Services (mobile telephones); and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to procure the telephone related services of AT&T, Pacific Bell, and Pactel Mobile Services in an amount not to

exceed $345,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a5) RESOLUTION NO. 4116

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROCURE HEALTH RELATED SERVICES FROM THE PUBLIC EMPLOYEES RETIREMENT SYSTEM ($900,000.00), DELTA DENTAL PLAN ($155,000.00), AND DEPARTMENT OF PUBLIC HEALTH ($15,000.00) FOR FISCAL YEAR 1993-94

WHEREAS, the Authority procures required and necessary health related services from the following vendors:

- Public Employees Retirement System (PERS, medical and retirement benefits)
- Delta Dental Plan (dental care benefits)
- Department of Public Health (hazardous material permit fees and disposal services); and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to procure the health related services of the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - Public Employees Retirement System - ($900,000.00)
   - Delta Dental Plan - ($155,000.00)
   - Department of Public Health - ($15,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a6) RESOLUTION NO. 4117

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROCURE GASOLINE AND LUBRICANTS FROM THE CITY AND COUNTY OF SAN FRANCISCO ($125,000.00) FOR FISCAL YEAR 1993-94

WHEREAS, the Authority procures gasoline and lubricants for its vehicles from the City and County of San Francisco at below market rates; and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to procure gasoline and lubricants for Authority vehicles from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - City and County of San Francisco - ($125,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a7) RESOLUTION NO. 4118

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH BANK OF AMERICA AND AUTOMATIC DATA PROCESSING, INC. ($102,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Bank of America for banking services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3799, adopted on May 14, 1992; and

WHEREAS, the services provided, including that of payroll processing through Automatic Data Processing, Inc. (ADP), are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractors named above have performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Bank of America - ($75,000.00)
   - ADP - ($27,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a8) RESOLUTION NO. 4119

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR CONTRACTS WITH BAY AREA MECHANICAL & ENGINEERING, INC. AND DEMAKAS PLUMBING & HEATING ($50,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded contracts to Bay Area Mechanical & Engineering, Inc. and Demakas Plumbing & Heating for boiler maintenance work and plumbing support services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3776, adopted on March 26, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractors named above have performed or provided services in an acceptable manner, and the request for funding of the contracts for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from Bay Area Mechanical & Engineering, Inc. and Demakas Plumbing & Heating in an amount not to exceed $50,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a9) RESOLUTION NO. 4120

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR CONTRACTS WITH BELL ATLANTIC BUSINESS SYSTEMS AND CREATIVE COMPUTER SOLUTIONS ($40,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority awarded a contract to Bell Atlantic Business Systems for System 38 hardware support services through General Services Administration (GSA) Schedule GS00K91AGS5796 and to Creative Computer Solutions for a new computer system and maintenance thereof pursuant to competitive solicitation; and

WHEREAS, the Commission approved the contract award to Bell Atlantic pursuant to Resolution number 3728, adopted on December 12, 1991, and to Creative Computer Solutions pursuant to Resolution number 4032, adopted on March 11, 1993; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the request for funding of the contracts for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Bell Atlantic Business Systems - ($24,000.00)
   - Creative Computer Solutions - ($16,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a10) RESOLUTION NO. 4121

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH APPLIED PEST MANAGEMENT, INC. ($100,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for pest control services in full and open competition, and awarded a contract to Applied Pest Management, Inc. pursuant thereto; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 4079, adopted on June 24, 1993; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract is in accordance with the Authority's procurement policy; and

WHEREAS, funding for the services as described herein has been approved as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for pest control services by Applied Pest Management, Inc. in an amount not to exceed $100,000.00 during Fiscal Year 1993-94, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a11) RESOLUTION NO. 4122

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH FRIGIDAIRE ($100,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for bids in full and open competition, and awarded a contract to Frigidaire for the procurement of stoves and refrigerators, and their replacement parts; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3748, adopted on February 13, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the first quarter of the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Frigidaire - ($100,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a12) RESOLUTION NO. 4123

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH GUARANTEE MUTUAL LIFE COMPANY ($45,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Guarantee Mutual Life Company for group life insurance coverage; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3808, adopted on June 11, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Guarantee Mutual Life Company - ($45,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a13) RESOLUTION NO. 4124

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH HY-TECH ELEVATOR SERVICES ($300,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Hy-Tech Elevator Services for elevator maintenance services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3986, adopted on November 12, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

    - Hy-Tech Elevator Services - ($300,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a15) RESOLUTION NO. 4125

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR CONTRACTS WITH NATIONAL TENANT NETWORK AND NATIONAL CREDIT REPORTING ($28,550) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for quotations in full and open competition, and awarded contracts to National Tenant Network and National Credit Reporting for tenant screening services; and

WHEREAS, the Commission approved the contract awards pursuant to Resolution number 3999, adopted on December 10, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractors named above have performed or provided services in an acceptable manner, and the request for funding of the contracts is in accordance with the Authority's procurement policy; and

WHEREAS, funding for the services described herein are available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for contracts with National Tenant Network and National Credit Reporting in an amount not to exceed $28,550.00 during Fiscal Year 1993-94, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a16) RESOLUTION NO. 4126

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR CONTRACTS WITH BLUE PRINT SERVICES AND FORD GRAPHICS ($40,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited proposals, in full and open competition, for reprographic services on an as-needed basis for architectural, engineering, and construction related projects; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3966, adopted on September 24, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractors named above have performed and provided services in an acceptable manner, and the request for funding of the contracts is in accordance with the Authority's procurement policy; and

WHEREAS, funding for the services described herein is available as part of the Authority's operating budget and CIAP grant for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendors in the not to exceed amounts specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Blue Print Services - ($20,000.00)
   - Ford Graphics - ($20,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a17) RESOLUTION NO. 4127

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH SERVICE EMPLOYEES UNION LOCAL 14 ($30,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority entered into an agreement with Service Employees Union Local 14 for the 60 month lease of office space at 241-243 Golden Gate Avenue; and

WHEREAS, the Commission approved the lease agreement pursuant to Resolution number 3540, adopted on October 18, 1990; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contracts for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

    - Service Employees Union Local 14 - ($30,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

(a18) RESOLUTION NO. 4128

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH TRANSOCEAN FUNDING, INC. ($171,102.50) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for bids in full and open competition, and awarded a contract to Transocean Funding, Inc. for the procurement of sedans and maintenance vehicles under a 36 month lease plan; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3801, adopted on May 14, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Drug Elimination Program grant Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Transocean Funding, Inc. - ($171,102.50)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

Commissioner Boileau asked if any of the consent items were significant increases from last year's budget for those kind of items. Mr. Kelly responded there were none.

Vice President Meskunas moved to adopt Resolution 4112 through No. 4128, with the exceptions of Resolutions No. 4115 and (a14). Commissioner Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert J. Boileau, Commissioner Reverend Harry Chuck, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	None

Resolution (a), Consent Calendar, was UNANIMOUSLY ADOPTED, except for Resolution No. 4115 and (a14) which were considered separately.

(a4) RESOLUTION NO. 4115

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROCURE EVICTION SERVICES FROM THE SAN FRANCISCO SHERIFF DEPARTMENT ($15,000.00) FOR FISCAL YEAR 1993-94

WHEREAS, the Authority procures required and necessary eviction services from the San Francisco Sheriff Department to comply with legal eviction proceedings; and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to procure the eviction related services of the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - San Francisco Sheriff Department - ($15,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4115. Commissioner Huggins seconded the motion. Commissioner Boileau declared that the Operating Engineer Local 3 for whom he was employed was the bargaining representative of the Deputy Sheriff's Association. Commissioner Boileau stated he had no financial interest in this contract, but he did need to made that declaration. President Shaw so noted Commissioner Boileau's declaration. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Reverend Harry Chuck, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	None
ABSTAIN:	Robert J. Boileau, Commissioner

Resolution No. 4115 was ADOPTED.

(a14) RESOLUTION NO.____

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH MILTON F. REITERMAN ($75,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Milton F. Reiterman for labor relations consulting services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3918, adopted on July 9, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Milton F. Reiterman - ($75,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

Vice President Meskunas moved to table this item for further consideration. Commissioner Allen seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: Robert J. Boileau, Commissioner

Resolution (a14) was tabled for further consideration.

(b) RESOLUTION NO. 4129

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH MARINSHIP CONSTRUCTION SERVICES, INC. FOR THE INSTALLATION OF A PLAY AREA SAFETY SURFACE AT CAL 1-18(3), HUNTERS VIEW, IN THE AMOUNT OF $17,500

WHEREAS, on August 2, 1993, the Authority advertised for bids for the materials and installation of play area safety surface for the development at CAL 1-18(3), Hunters View; and

WHEREAS, on August 20, 1993, one (1) bid was received as follows:

Bidder	Bid Amount
Marinship Construction Services	$ 17,500.00

WHEREAS, the Authority has evaluated the bid and determined that Marinship Construction Services, Inc. is the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR Part 85.36(d) (4) (i) (D); and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program; and

WHEREAS, as only one bid was submitted for this work, Department of Housing and Urban Development approval is required.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to execute a contract for the procurement of playground safety surface from Marinship Construction Services, Inc. in the amount of $17,500.

2. This Resolution shall take effect upon approval of the Department of Housing and Urban Development.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4129. Commissioner Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara J. Meskunas, Vice President Reverence Harry Chuck, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	Robert J. Boileau, Commissioner

Resolution No. 4129 was ADOPTED.

(c) RESOLUTION NO. 4130

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ACKER AND GUERRERO ROOFING COMPANY, INC. FOR ROOFING AND WATERPROOFING REPAIRS AT DEVELOPMENT CAL 1-11, NORTH BEACH IN THE AMOUNT OF $421,733.

WHEREAS, on August 9, 1993, the Authority advertised for bids for the Roofing and Waterproofing at CAL 1-11, North Beach housing development; and

WHEREAS, on September 2, 1993 three (3) bids were received as follows:

	Bidders	Bid Amount
1.	Acker and Guerrero Roofing Company	$421,733.00
2.	Western Roofing Service	$561,921.00
3.	The Lawson Roofing Company	$583,119.00

WHEREAS, the Authority has evaluated the low bid and determined that Acker and Guerrero Roofing Company's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Acker and Guerrero Company, Inc. in the amount of $421,733.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

September 9, 1993
Date

Vice President Meskunas moved to amend Resolution No. 4130 to replace Acker and Guerrero Roof Company, Inc. with Western Roofing Company, Inc. and to change the amount of the contract to $561,921. Commissioner Boileau seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

The motion to amend Resolution No. 4130 was UNANIMOUSLY ADOPTED.

Commissioner Huggins inquired whether Western Roofing was adhering to the Section 3 agreement with regard to resident involvement and employment, to which Mr. Kelly stated the Company was adhering to the policy.

Commissioner Boileau asked if Western Roofing Company was signatory to a valid apprenticeship agreement. Mr. Kelly replied that, to the best of his knowledge, the Company was.

Vice President Meskunas moved to adopt Resolution No. 4130 as amended. Commissioner Boileau seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend C. Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4130 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, President Shaw moved to adjourn the Meeting of September 9, 1993. Vice President Meskunas seconded the motion. The Meeting of September 9, 1993 adjourned at 8:20 p.m. The next Regular Meeting has been scheduled for September 23, 1993.

Reverend Clarence L. Shaw
President

Michael Kelly
Acting Secretary and Acting Executive Director

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9/23/93

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 23, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, September 23, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

- Approval of the Minutes of the August 26, 1993 Regular Meeting
- (a14) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Milton F. Reiterman ($75,000.00) during fiscal year 1993-94
- Motion to review the administrative action to abolish the Housing Assistant position and establish the Resident Custodian position and solicit written comment on this issue by interested parties prior to the matter being calendared for consideration at the October 28, 1993 Commission meeting
- Motion to review the Rules Governing Public Testimony

11. NEW BUSINESS:

(a) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order for the procurement of door locks and cylinders from R&H Wholesale Supply, Inc. in an amount not to exceed $29,000.00

(b) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order for the procurement of vehicles in an amount not to exceed $358,847.44 from Ellis Brooks Chevrolet, Inc.

(c) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Western Roofing Service for waterproofing and lead-based paint abatement at development CAL 1-15, Ping Yuen in the amount of $966,570.

(d) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with the San Francisco League of Urban Gardeners (SLUG) to provide community landscape services at Development CAL 1-16 Alemany and Development CAL 1-3, Sunnydale in an amount not-to-exceed $479,769.99

(e) Resolution - Resolution approving the 1992 Comprehensive Grant Program Performance and Evaluation Report and certifying that a reasonable effort has been made to allow resident review and comment on this report

(f) Resolution - Resolution approving the Memorandum of Agreement between the San Francisco Housing Authority and the North Beach Resident Council to afford the residents at North Beach the opportunity to manage the laundry facility at the development

(g) Resolution - Resolution authorizing the Acting Executive Director to attend the Department of Housing and Urban Development's Urban Revitalization Demonstration Conference in Fairfax, Virginia on September 28 through September 30, 1993

(h) Resolution - Resolution authorizing the Acting Executive Director to accept a vision care plan from Vision Service Plan through the Health Care Service Employees/Employer Trust in an amount not to exceed ($29,207.00) during fiscal year 1993-1994

(i) Resolution - Resolution approving Development Project Grant and authorizing the execution of an amendment to the Consolidated Annual Contributions Contract No. SF-255

(j) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order with the law firm of McGee, Lafayette, Willis and Greene for litigation services for Fiscal Year 1993-1994 in an amount not to exceed $75,000.

(k) Resolution - Resolution authorizing the Acting Executive Director to negotiate and enter into an agreement with City College of San Francisco for employee education training services in an amount not to exceed $61,020.00

12. ADJOURNMENT:

The Commission will adjourn to Executive Session to discuss a pending legal matter entitled *San Francisco Housing Authority v. ED2, Inc. Superior Court Case No. 915798* pursuant to Government Code 54956.9(a) and personnel matters pursuant to Government Code 5495.7.

Michael Kelly
Acting Secretary and Acting Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of ~~Regular Meeting~~ Held:
Thursday, September 23, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 23, 1993 at 4:18 p.m.

1. ROLL CALL:

The meeting was called to order by Vice President Meskunas.

Roll Call found the following members to be:

PRESENT: Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner

ABSENT: Reverend Clarence L. Shaw, President
Robert Boileau, Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

A quorum was not present.

At the request of Vice President Meskunas, Legal Counsel Geraldine Chavis advised of the procedure to be followed in the absence of a quorum. Ms. Chavis stated that, in accordance with Roberts Rules of Order, the only business which could be transacted in the absence of a quorum would be to take measures to attain a quorum, to fix the time at which to adjourn and to adjourn, or to take a recess.

Vice President Meskunas inquired of Mr. Kelly whether there was any likelihood that a quorum would be attained. Mr. Kelly stated there was not. Commissioner Huggins made the motion to adjourn and Commissioner Allen seconded the motion.

Commissioner Allen apologized to the assembly for the inability to conduct a regular meeting of the Board of Commissioners.

Commissioner Huggins apologized for not being able to give proper notice that a meeting would not be taking place. Commissioner Huggins said that she would be available after adjournment to meet with anyone who had any problems and she would refer those situations to the Housing Authority staff for resolution.

12. ADJOURNMENT:

Absent a quorum, Vice President Meskunas moved to adjourn the Meeting of September 23, 1993. Commissioner Allen seconded the motion. The motion to adjourn was unanimously carried. The Meeting of September 23, 1993 adjourned at 4:20 p.m. The next Regular Meeting has been scheduled for October 14, 1993.

Barbara R. Meskunas
Vice President

Michael Kelly
Acting Secretary and Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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October 8, 1993

111 AGENDA

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, October 14, 1993 at 440 Turk Street, San Francisco, California.

Immediately following the Regular meeting, the Commission will adjourn to Executive Session which is authorized under Government Code Section 54956.9(a) to discuss pending litigation *San Francisco Housing Authority v. ED2, Inc. Superior Court Case No. 915798* and personnel matters pursuant to Government Code 54957.

Karen M. Thomas

for Michael Kelly
Acting Secretary/Acting Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 14, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, October 14, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

- Approval of the Minutes of the August 26, 1993 Regular Meeting
- (a14) Resolution - Resolution authorizing the Acting Executive Director to provide funding for a contract with Milton F. Reiterman ($75,000.00) during fiscal year 1993-94
- Motion to review the administrative action to abolish the Housing Assistant position and establish the Resident Custodian position and solicit written comment on this issue by interested parties prior to the matter being calendared for consideration at the November 11, 1993 Commission meeting
- Motion to review the Rules Governing Public Testimony

11. NEW BUSINESS:

(a) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order for the procurement of door locks and cylinders from R&H Wholesale Supply, Inc. in an amount not to exceed $29,000.00

(b) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order for the procurement of vehicles in an amount not to exceed $358,847.44 from Ellis Brooks Chevrolet, Inc.

(c) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Western Roofing Service for waterproofing and lead-based paint abatement at development CAL 1-15, Ping Yuen in the amount of $966,570.00

(d) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with the San Francisco League of Urban Gardeners (SLUG) to provide community landscape services at Development CAL 1-16 Alemany and Development CAL 1-3, Sunnydale in an amount not-to-exceed $479,769.99

(e) Resolution - Resolution approving the 1992 Comprehensive Grant Program Performance and Evaluation Report and certifying that a reasonable effort has been made to allow resident review and comment on this report

(f) **Resolution** - Resolution approving the Memorandum of Agreement between the San Francisco Housing Authority and the North Beach Resident Council to afford the residents at North Beach the opportunity to manage the laundry facility at the development

(g) Resolution - Resolution ratifying the Acting Executive Director's attendance at the Department of Housing and Urban Development's Urban Revitalization Demonstration Conference in Fairfax, Virginia held September 28 through September 30, 1993

(h) Resolution - Resolution authorizing the Acting Executive Director to execute the Memorandum of Understanding between the San Francisco Housing Authority and the United Public Employees Local 790

(i) Resolution - Resolution authorizing the Acting Executive Director to accept a vision care plan from Vision Service Plan through the Health Care Service Employees/Employer Trust in an amount not to exceed ($29,207.00) during fiscal year 1993-1994

(j) Resolution - Resolution approving Development Project Grant and authorizing the execution of an amendment to the Consolidated Annual Contributions Contract No. SF-255

(k) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order with the law firm of McGee, Lafayette, Willis and Greene for litigation services for Fiscal Year 1993-1994 in an amount not to exceed $75,000.00

(l) **Resolution** - Resolution authorizing the Acting Executive Director to negotiate and enter into an agreement with City College of San Francisco for employee education training services in an amount not to exceed $61,020.00

(m) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Senia Investments to prepare HOPE 1 implementation grant applications for the North Beach and Westbrook Developments in an amount not to exceed $20,700.00

(n) **Resolution** - Resolution approving write-off of vacated tenant accounts receivable in the amount of $70,905.29 for the quarter ending September 30, 1993

(o) Resolution - Resolution authorizing the Acting Executive Director to accept property damage insurance coverage from the Home Insurance Company in an amount not to exceed $490,000.00 during Fiscal Year 1993-94

(p) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Antonio Ruiz Construction Company for the fabrication and installation of window grilles and gate grids at Development CAL 1-43, Robert B. Pitts Plaza, in the amount of $151,585.00

(q) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Davey Tree Surgery Company for tree trimming and removal and sidewalk repair at Development CAL 1-3, Sunnydale, in the amount of $213,744.00

(r) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Atlas Elevator Company for the modernization of elevators located at Development CAL 1-32, 1760 Bush Street in the amount of $73,780.00

(s) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Atlas Elevator Company for the modernization of elevators located at Development CAL 1-37, 491 - 31st Avenue in the amount of $67,780.00

(t) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Standard Elevator Company for the modernization of elevator at Development CAL 1-20, 3850 - 18th Street/255 Dorland Street in the amount of $70,135.00

(u) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with United States Elevator Corporation for the modernization of elevator at Development CAL 1-34, 363 Noe Street in the amount of $35,000.00

(v) **Resolution** - Resolution authorizing the Acting Executive Director to execute a purchase order for the procurement of floor tile from Continental Flooring Company in an amount not to exceed $79,500.00

(w) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Senia Investments to prepare HOPE 1 implementation grant application for the Alemany Resident Management Corporation in an amount not to exceed $10,400.00

12. ADJOURNMENT:

Immediately following the Regular meeting, the Commission will adjourn to Executive Session which is authorized under Government Code Section 54956.9(a) to discuss pending litigation *San Francisco Housing Authority v. ED2, Inc. Superior Court Case No. 915798* and personnel matters pursuant to Government Code 54957.

Karen Kh. Moore

for Michael Kelly
Acting Secretary and Acting Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, October 14, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 14, 1993 at 4:10 p.m.

1. ROLL CALL:

The meeting was called to order by President Shaw.

Seating of New Commissioner:

Michael Kelly announced that the Authority had received from the Office of the Mayor certified copies of documents relating to the appointment of Richard Carpeneti, Esq. as a Commissioner of the Housing Authority.

Acting Executive Director President Shaw moved that the documents be accepted and filed and that Richard Carpeneti, Esq. be seated as a member of the San Francisco San Francisco Housing Authority Board of Commissioners. Commissioner Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	None
ABSENT:	Reverend Harry Chuck, Commissioner

The vote to seat the new Commissioner was UNANIMOUS.

Commissioner Carpeneti stated that he had pledged to the Mayor that day that he would work hard and do his best to conduct himself fairly with all the people in San Francisco, including the residents of public housing whom the Commission was pledged to serve.

Roll Call found the following members to be:

PRESENT:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert J. Boileau, Commissioner

Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Meskunas moved to approve the Agenda for October 14, 1993 and Commissioner Allen seconded the motion.

The Agenda of October 14, 1993 was UNANIMOUSLY APPROVED.

President Shaw stated there would be a departure from the Agenda for special recognition of two Housing Authority employees.

Mr. Kelly announced the presentation of commendations to Kareem Jackson and John Lopez, security officers at Clementina Towers Development, for outstanding service and protection to the community. Mr. Kelly stated that on Sunday, October 3, 1993, Mr. Lopez and Mr. Jackson apprehended a man who had stolen a purse from a resident of Clementina Towers. Mr. Kelly praised the action of the officers which exemplified the success of the senior security program in increasing the feeling of safety among hundreds of senior residents throughout the City. Mr. Kelly presented Mr. Johnson's award and Commissioner Allen presented the award to Mr. Lopez.

Mr. Kelly presented a certificate to Ann Dunn in recognition of her extraordinary efforts in coordinating the senior security program.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

The Commission Meeting was adjourned at 4:30 p.m. due to a fire alarm. President Shaw reconvened meeting at 4:35 p.m.

3. VISITORS:

Bessie Crockett, Valencia Gardens Development
Cheryl Chapman, North Beach Development
Alma Lark, North Beach Development
Christine Neal, Alice Griffith Development
Tiki Hadley, Alemany Development

Ron Lemmen
Osteen Nenell, Plaza East Development
Yvette Miller, 370-D Haight Street Development
Theresa Coleman, Westbrook Development
Danielle & Virginia, Westbrook Development
Lakisha Joseph
Patsy Candley
Paul Johnson and Darlene Carter, Family Hope Center clients
Yvonne Morro, 430 Turk Street Development
Jerry Abrams, 1855 - 15th Street Development

President Shaw called for a 10-minute recess at 6:00 p.m. The meeting was reconvened at 6:15 p.m.

Shirley Dorton, Sunnydale Development
Reverend Carter, Hunters View Development
Espanola Jackson
LaWanna Preston, Local 790, Service Employees Union
Daniel Flores, former Sunnydale Maintenance Superintendent
Kathy Perry, Community Outreach Pre-enterprise Services
Don Randle, Atlas Elevator Company

President Shaw called for a 10-minute recess at 7:20 p.m. The meeting was reconvened at 7:35 p.m.

Commissioner Huggins requested that the people addressed in the October 6, 1993 Hope Center letter be invited to attend to meet to discuss the issues set forth in the letter. Commissioner Allen seconded the motion. President Shaw stated that those issues were contract related issues to be addressed by the service provider. President Shaw requested that staff schedule a meeting to include the people addressed in the October 6, 1993 Hope Center letter in order to gather their input pertaining to the issues contained in that letter. President Shaw further requested that staff provide a written report to the Commission regarding the information gathered at these sessions.

4. APPROVAL OF MINUTES:

Vice President Meskunas moved to approve the Minutes of the September 23, 1993 meeting and Commissioner Huggins seconded the motion.

The Minutes of the Regular Meeting held September 23, 1993 were APPROVED, with Commissioner Carpeneti abstaining.

Vice President Meskunas moved to approve the Minutes of the September 9, 1993 meeting and Commission Boileau seconded the motion.

The Minutes of the Regular Meeting held September 9, 1993 were APPROVED, with Commissioner Carpeneti abstaining.

5. GENERAL COMMUNICATIONS:

Mr. Kelly stated that in the Commissioner's packets there were responses from the San Francisco Independent and San Francisco Chronicle/Examiner regarding the delivery of newspapers in our developments. Mr. Kelly further stated that the Housing Authority had received responses from those newspapers and that Authority staff would continue to followup on this situation until full delivery is achieved. President Shaw said he had received correspondence from the Girls' Afterschool Academy in Sunnydale which had been denied service by the San Francisco Chronicle/Examiner and had asked that a letter addressing this specific instance be sent to those newspapers. President Shaw stated that the question to be answered by the newspapers was an easy one: "Why don't you deliver newspapers in our developments?"

Commissioner Carpeneti referred to the San Francisco Chronicle/Examiner's September 23, 1993 letter which stated that certain areas were too dangerous to permit delivery. Ms. Del Price, Director of Public Affairs, stated that the Housing Authority's letter to the newspapers contained the Commission's initial request asking specifically if the newspapers were being delivered to Housing Authority developments and, if they did not deliver, why not.

Commissioner Huggins stated that she had contacted the San Francisco Independent and that that paper was now being delivered to the Potrero Hill Development by two youngsters living in the Potrero Hill development who have been employed by the Independent newspaper. Other developments could also make similar arrangements.

Commissioner Boileau requested followup on the locations denied delivery by the San Francisco Newspaper Agency.

Commissioner Huggins stated, for the benefit of the new Commissioner, that the Housing Authority advertises for bids in these newspapers and, if the newspapers were not delivered to these developments, then those residents could not take advantage of the bids being advertised.

Commissioner Carpeneti stated that he was in accord with the proposal that our residents be employed with pay to deliver newspapers to those areas where there is no delivery.

Commissioner Boileau stated that he had received numerous correspondence through the Housing Authority and wanted to know if they were presumed to be for the Commission's action. Mr. Kelly responded in the affirmative, stating that the items that he brings to the Commission's attention would be items that refer to followup or which will require followup. Mr. Kelly stated that, due to the volume of correspondence which does come through the Housing Authority, he would like to continue proceeding in this manner unless directed otherwise.

Mr. Kelly referred to the communication from Mr. Ron Atkielski, Director of Planning and Design, to Ms. Paula Blunt, Department of Housing & Urban Development (HUD), regarding the Urban Revitalization Demonstration Program which was basically a

briefing packet. Mr. Kelly stated that next week (October 19 through October 22) HUD would be coming to review the Urban Revitalization Demonstration Program in San Francisco. Mr. Kelly said that, once the schedule has been finalized, the Commissioners would be notified as to appropriate times for a meeting regarding this project.

Commissioner Huggins requested that the following items be placed on the Agenda for the next Commission meeting:

1) A report from the Resident Management Coordinator who had just been hired, Mr. Tommie Hodge. Exactly what is his function?

2) A status report on the Potrero Hill Infant Day Care Program.

3) Update on the Mayor's request for the Housing Authority to bring forth different issues concerning Hunters View Hope House and the surrounding area, including the basketball court. The Mayor, when he visited Hunters View, put forth some issues that he wanted resolved, which have not been resolved yet.

4) Mr. Daniel Flores to be added to the Agenda for the Executive Session following the next Commission meeting.

...

5) Resolution for dedication of October 8, 1993 as Robert Williams Day.

President Shaw commented that only one of the items Commissioner Huggins proposed for the Agenda of the next Commission meeting was an Agenda item. President Shaw stated that the subject of Daniel Flores had already been suggested for Executive Session following the next Regular Commission Meeting. President Shaw requested that Commissioner Huggins prepare a resolution recommending that October 8th be set aside as Robert Williams Day so that it can be calendared for the Agenda. President Shaw also requested that Mr. Kelly prepare for Commissioner Huggins summaries of the activities of the Resident Management Coordinator, Potrero Hill Infant Day Care Program, and the Hunters View Hope program.

Commissioner Allen inquired as to when the Housing Assistant issue would be placed on the Agenda. President Shaw responded that the issue was on the current Agenda under Unfinished Business.

Vice President Meskunas stated that amendments to the Ralph M. Brown Act had been signed into law by Governor Wilson on October 9, 1993. Vice President Meskunas inquired: (1) how this would affect the noticing requirements of the various Committees; (2) how these requirements would relate to the business of the Authority; and (3) the implementation date of the amended Ralph M. Brown Act. Vice President Meskunas expressed her belief that the public should be made aware of these issues. Mr. Kelly responded that the implementations to the Ralph M. Brown Act go into effect January 1, 1994 and that the Authority has already submitted a request to Legal Counsel concerning this matter.

Commissioner Boileau stated that he had previously requested a compilation of the policies which had been adopted by the Housing Authority be located in one place so that it would be instructive for the Commissioners and inquired as to the status of his request. Mr. Kelly stated that it was currently being worked on and will be ready by the next Commission meeting.

Commission Boileau stated that he had been informed that there was a memo to staff to not speak to Commissioners. Commissioner Boileau requested that a copy of that memo be given to him at Mr. Kelly's earliest convenience.

Commissioner Boileau also inquired into the status of the Executive Director search process which was started some months ago. Commissioner Boileau stated that he thought the criteria for Executive Director was strict and good but that, if we did not get one of the top technocrats we might want to consider others for that position whose names have mentioned in connection with the Housing Authority. President Shaw stated that issue would be taken up in the Executive Session. President Shaw stated, for the record, that there are 259 resumes inhouse at this time and that he has submitted in the Commission packets a recommended plan for reviewing and rating those resumes and asked for comments from the Commissioners. President Shaw stated that, in the event there is no qualified person in that group of resumes, then solicitation can be made to other potential applicants.

6. REPORT OF SECRETARY:

Mr. Kelly notified the Commissioners that the San Francisco Police Department's program working with the Housing Authority is now under the jurisdiction of Commander Holder as the result of an internal San Francisco Police Department reorganization. Mr. Kelly stated that, prior to this change, the program was under three commanders and there were considerable problems with communication and ability to allocate officers as needed. Mr. Kelly informed the Commissioners that the Authority was working with Commander Holder, Lieutenant Jeter and Sergeant Crenshaw and that already there had been positive impact with additional patrols being assigned to Bernal Dwellings last week, which had a stabilizing effect. Mr. Kelly stated that there was additional focus on Alice Griffith, including towing of cars and the limiting of loitering and drug activity at the site. Mr. Kelly stated that the restructuring is expected to provide greater opportunity for increased utilization of the services. Mr. Kelly stated that, with the permission of the Commissioner, he would like to invite Commander Holder to the next Commission meeting to provide insight into the restructuring and its benefits to the services provided.

Mr. Kelly noted that there was a meeting with the residents at Bernal Dwellings and November 6, 1993 has been scheduled for graffiti cleanup day for the overall development.

Mr. Kelly noted that there would be a special seminar conducted by the City Attorney's Office regarding conflict of interest laws and the San Francisco Sunshine Ordinance on Saturday, 10:00 a.m. to 12:00 noon, October 23, 1993, in the Chambers of the Board

of Supervisors. This is a publicly-noticed seminar and all Commissioners from all City departments are invited.

Mr. Kelly announced that a Technical Assistance Grant (TAG) has been awarded to Hayes Valley. Mr. Kelly recognized the hard work of the residents of Hayes Valley in receiving this technical assistance grant.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Legal Counsel Geraldine Chavis stated that her written report had been provided in the Commissioners' packets. Ms. Chavis requested an Executive Session to discuss the matter of the San Francisco Housing Authority vs. ED2, Inc., Superior Court Case No. 915798. Ms. Chavis further stated that an Executive Session is authorized to discuss that case under Government Code 54956.9(a). Ms. Chavis stated that the Commission had requested an Executive Session to discuss personnel matters, and that personnel matters are authorized to be discussed in Executive Session pursuant to Government Code 54957.

9. TENANT REPRESENTATIVE REPORT:

Ms. Doris Wilson, Chairperson for PHTA Election Committee, stated that on September 19, 1993, the residents met and chose to conduct elections October 19, 1993, 1:00-3:00 p.m., at 1111 Buchanan Street. Ms. Wilson stated that each development site has been informed of the election date by letter. Ms. Wilson stated that transportation would be furnished and requested that all residents come out for the election.

In response to President Shaw's inquiry as to whether the Mayor's Office or the Registrar of Voters Office would be involved in the election process, Ms. Wilson stated that she had talked to Juanita Mitchell in the Office of the Registrar of Voters who said that they would not be able to help at this time. President Shaw stated that he would contact the Mayor's Office and the Registrar because it had been agreed that they would be there to supervise the election process.

10. UNFINISHED BUSINESS:

Approval of the Minutes of the August 26, 1993 Regular Meeting:

Commissioner Boileau moved to approve the Minutes of the August 26, 1993 meeting and Commissioner Huggins seconded the motion.

Vice President Meskunas noted that the August 26, 1993 Minutes had been tabled so that the staff could listen again to the tapes of the proceedings to determine whether the Housing Assistants issue was to be scheduled for the September 9th Regular Meeting.

President Shaw stated he had been informed that the staff did so comply and that the tape did not reflect that the Housing Assistant issue was to be scheduled for the meeting of September 9th.

The Minutes of the Regular Meeting held August 26, 1993 were APPROVED with Commissioner Carpeneti abstaining.

(a14)

RESOLUTION NO. 4131

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH MILTON F. REITERMAN ($75,000.00) DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Milton F. Reiterman for labor relations consulting services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3918, adopted on July 9, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Milton F. Reiterman - ($75,000.00)

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

President Shaw stated that the funding is not to exceed $75,000.00 and that there would be no blanket payment of $75,000.00. President Shaw further clarified that the contract was to be on an "as-needed, hourly basis" at the discretion of the Executive Director. In response to Commissioner Allen's query, Mr. Kelly stated that Mr. Reiterman's hourly rate is $75/hour.

Commissioner Boileau moved to approve the Resolution and Commissioner Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert Boileau, Commissioner
NAYS:	Jan Allen, Commissioner Karen Huggins, Commissioner
ABSTAIN:	Richard Carpeneti, Commissioner
ABSENT:	Reverend Harry Chuck, Commissioner

Resolution No. 4131 was ADOPTED.

- Motion to review the administrative action to abolish the Housing Assistant position and establish the Resident Custodian position and solicit written comment on this issue by interested parties prior the matter being calendared for consideration at the November 11, 1993 Commission meeting.

President Shaw stated that much testimony had been heard on this issue. However, President Shaw proposed, as a way to resolve this issue, that: (1) written comments be accepted from people who have previously testified and from anyone else who was so interested in submitting it. That written testimony could be reviewed and then at the November 11, 1993 Commission meeting a decision could be made; or (2) a special meeting of the Commission could be called wherein anybody who wished to can appear

and testify and Commissioners could debate - pro and con - until they were satisfied.

Acting Secretary Michael Kelly informed the Commissioners that November 11, 1993 was Veteran's Day, a holiday. Discussion ensued and it was decided that the November meeting dates would be set at a later time. Commissioner Boileau moved to amend the motion striking the words "at the November 11, 1993 Commission meeting" and substitute "at the first Regular or Special Meeting in November". Commissioner Huggins seconded the motion. The vote on the motion as amended was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

ABSTAIN: Richard Carpeneti, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

The amended Motion was APPROVED, with Commissioner Carpeneti abstaining. President Shaw stated that details would be worked out as to how to notice the public to solicit their written comment and requested the Commissioners call the Acting Director direct with any ideas they may have on how to accomplish this objective. Commissioner Boileau stated that he wanted to go on record that he was not sure of what was being done as this matter had been negotiated with two Unions. Commissioner Boileau further stated that it seemed to him that soliciting comment to try to undo what has already been done was an exercise in futility.

- Motion to review the Rules Governing Public Testimony.

President Shaw stated that in the Commissioner packet there was a memo from him to the Commissioners which suggested the Housing Authority Board of Commissioners adopt language similar to that used currently by the Planning Commissions and other City Commissions. A discussion ensued, after which Vice President Meskunas moved to approve the Motion and Commissioner Carpeneti seconded the motion. President Shaw stated that it had been moved and seconded that a Resolution would be prepared amending Resolution No. 3779 to reflect the language of the memorandum which was now the language of the Motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

The motion to develop a Resolution amending Resolution 3779 was APPROVED.

11. NEW BUSINESS:

(a)

RESOLUTION NO. 4132

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF DOOR LOCKS AND CYLINDERS FROM R & H WHOLESALE SUPPLY, INC. IN AN AMOUNT NOT TO EXCEED $29,000.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of door locks and cylinders for use throughout the agency; and

WHEREAS, quotations were received from R & H Wholesale Supply, Inc., Wilco Supply and Fox Hardware in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to R & H Wholesale Supply, Inc. as the lowest, responsive, responsible bidder; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of door lock and cylinder in an amount not to exceed $29,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4132. Commissioner Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	None.
ABSENT:	Reverend Harry Chuck, Commissioner

Resolution No. 4132 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 4133

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF VEHICLES IN AN AMOUNT NOT TO EXCEED $358,847.44 FROM ELLIS BROOKS CHEVROLET, INC.

WHEREAS, the Authority solicited bids, in full and open competition, for the purchase and delivery of new pick-up trucks, vans and passenger sedans to replace obsolete fleet vehicles and to meet the needs of additional maintenance staff; and

WHEREAS, bids were received from the following vendors in a timely and acceptable manner:

	Bidders	Bid Amount
•	Ellis Brooks Chevrolet, Inc.	$358,847.44
•	Stewart Chevrolet	382,083.76
•	Good Chevrolet	383,112.41
•	S & C Motors	419,233.15

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the award of a purchase order should be made to Ellis Brooks Chevrolet, Inc. as the lowest, responsive, responsible bidder for the procurement of pick-up trucks, vans and passenger sedans; and

WHEREAS, the funding for this purchase has been approved as part of the operating budgets for Fiscal Years 1992-93 and 1993-94, and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of pick-up trucks, vans and passenger sedans from Ellis Brooks Chevrolet, Inc. in an amount not to exceed $358,847.44, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4133. Commissioner Huggins seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4133 was UNANIMOUSLY ADOPTED.

(c)

RESOLUTION NO. 4134

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH WESTERN ROOFING SERVICE FOR WATERPROOFING AND LEAD-BASED PAINT ABATEMENT AT DEVELOPMENT CAL 1-15, PING YUEN IN THE AMOUNT OF $966,570.

WHEREAS, on August 30, 1993, the Authority advertised for bids for the Waterproofing and Lead-Based Paint Abatement at CAL 1-15, Ping Yuen housing development; and

WHEREAS, on September 15, 1993 three (3) bids were received as follows:

	Bidders	Bid Amount
1.	Western Roofing Service	$ 966,570.00
2.	Angotti & Reilly	$ 980,000.00
3.	Bryant Universal	$1,773,888.00

WHEREAS, the Authority has evaluated the low bid and determined that Western Roofing Service is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-918 and CA-1-919 Comprehensive Improvement Assistance Programs.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Western Roofing Service in the amount of $966,570.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4134. Commissioner Huggins seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4134 was UNANIMOUSLY ADOPTED.

(d)

RESOLUTION NO. 4135

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SAN FRANCISCO LEAGUE OF URBAN GARDENERS (SLUG) TO PROVIDE COMMUNITY LANDSCAPE SERVICES AT DEVELOPMENT CAL 1-16 ALEMANY AND DEVELOPMENT CAL 1-3, SUNNYDALE IN AN AMOUNT NOT-TO-EXCEED $479,769.99

WHEREAS, on August 8 and August 11, 1993, the Authority advertised for proposals for a Community Landscape Provider at Development CAL 1-16, Alemany, and at Development CAL 1-3, Sunnydale; and

WHEREAS, on August 25, 1993, one (1) proposal was received as follows:

Respondent	Proposal Amount
San Francisco League of Urban Gardeners	$ 479,769.99

WHEREAS, the Authority advertised for these services, reviewed the proposal submitted by the San Francisco League of Urban Gardeners; and determined that the San Francisco League of Urban Gardeners is a most qualified respondent based on the evaluation factors published in the solicitation; and

WHEREAS, all additional relevant documents submitted by the proposer have been reviewed and found to be in order; and

WHEREAS, the proposal is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program for CAL 1-3 Sunnydale and the CA-1-918 Comprehensive Improvement Assistance Program for CAL 1-16 Alemany; and

WHEREAS, only one proposal was received, HUD approval is required.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to award a contract for said services to the San Francisco League of Urban Gardeners in an amount not- to-exceed $479,769.99.

2. This Resolution becomes effective upon approval by the Department of Housing and Urban Development.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4135. Commissioner Meskunas seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4135 was UNANIMOUSLY ADOPTED.

(e)

RESOLUTION NO. 4136

RESOLUTION APPROVING THE 1992 COMPREHENSIVE GRANT PROGRAM PERFORMANCE AND EVALUATION REPORT AND CERTIFYING THAT A REASONABLE EFFORT HAS BEEN MADE TO ALLOW RESIDENT REVIEW AND COMMENT ON THIS REPORT.

WHEREAS, funding has been provided to the Authority from the 1992 Comprehensive Grant Program to complete physical and management improvements; and

WHEREAS, this program requires that a Performance and Evaluation Report be developed and submitted to HUD each year on September 30th providing the status of the program as of June 30th; and

WHEREAS, a draft of this Report must be made available for resident and local government review and comment prior to submission to HUD; and

WHEREAS, copies of this draft Report have been provided to the elected President and Vice President of each resident association and to the Mayor and has been posted in each property office; and

WHEREAS, a notice in english, spanish and chinese has been mailed to each Authority resident notifying them of the draft Report and its availability at their property office; and

WHEREAS, the September 23, 1993 Commission Meeting was not held, this Report was submitted to HUD on the September 30, 1993 deadline without Commission approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority Commission approves the 1992 Comprehensive Grant Program Performance and Evaluation Report and ratifies its submission to the Department of Housing and Urban Development.

2. This San Francisco Housing Authority Commission certifies that a reasonable effort has been made to allow resident review and comment on this report prior to its submission to HUD.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4136. Commissioner Boileau seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4136 was UNANIMOUSLY ADOPTED.

(f)

RESOLUTION NO. 4137

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE NORTH BEACH RESIDENT COUNCIL TO AFFORD THE RESIDENTS THE OPPORTUNITY TO MANAGE THE LAUNDRY FACILITY AT THE DEVELOPMENT

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the North Beach Resident Council is the duly elected representative group of the North Beach Development; and

WHEREAS, the residents of North Beach and the San Francisco Housing Authority have written a Memorandum of Agreement to afford the residents the opportunity to manage the laundry facility;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Agreement (Attachment A) between the San Francisco Housing Authority and the North Beach Resident Council, under the conditions indicated in the Memorandum of Agreement toward the mutual goal of economic development for residents.

2. The Executive Director is authorized to take the appropriate steps to implement the Memorandum of Agreement.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4137. Commissioner Huggins seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4137 was UNANIMOUSLY ADOPTED.

((g)

RESOLUTION NO. 4138

RESOLUTION RATIFYING THE ACTING EXECUTIVE DIRECTOR'S ATTENDANCE AT THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S URBAN REVITALIZATION DEMONSTRATION CONFERENCE IN FAIRFAX, VIRGINIA HELD SEPTEMBER 28 THROUGH SEPTEMBER 30, 1993

WHEREAS, The Department of Housing and Urban Development (HUD) held its Urban Revitalization Demonstration Conference in Fairfax, Virginia, on September 28-30, 1993; and

WHEREAS, The Authority deems that the attendance of the Acting Executive Director at the aforementioned HUD meeting was important and essential to the Authority's conduct; and

WHEREAS, this meeting included matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The attendance of Mr. Kelly, Acting Executive Director, at the aforementioned HUD conference on September 28 through 30, 1993 is hereby ratified.

2. Travel was in conformance with the Travel Policy of this Authority.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4138. Commissioner Huggins seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4138 was UNANIMOUSLY ADOPTED.

(h)

RESOLUTION NO. 4139

RESOLUTION AUTHORIZING THE EXECUTION OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE UNITED PUBLIC EMPLOYEES UNION LOCAL 790

WHEREAS, the Authority, in the interest of strengthening and improving the meeting and conferring process with the United Public Employees Union Local 790, reached agreements on issues related to the compensation structure and working conditions for members of the Miscellaneous Employee bargaining unit; and

WHEREAS, the agreements reached between the Union and the Authority will provide a basis for improving the work life of our employees and services to our residents;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission approves the Memorandum of Understanding between the Authority and the United Public Employees Union Local 790 Miscellaneous Employee bargaining unit.

2. The Acting Executive Director is hereby authorized to execute this Memorandum of Understanding to be effective October 1, 1992 through September 30, 1994.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Allen requested that she be provided with a listing of the all the employees in each category listed on page 2 of the M.O.U.

Commissioners Huggins and Allen asked for a breakdown of the 17% resident hiring figure: when they were hired, whether they still reside in public housing, and the ethnicity of the employees so as to avoid using old statistics for the current time.

Commissioner Boileau stated, as a member of the Executive Committee of the Labor Council, when a contract was negotiated in good faith within the parameters established, he did not see where the governing body had any option but to approve the contract when it was presented. Further, stated Commissioner Boileau, the employees and the Housing Authority negotiated in good faith, an agreement was reached and reduced the agreement to writing. Commissioner Boileau stated that the other issues were somewhat tangential to the document before the Commission. Commissioner Boileau urged approval of the contract.

Commissioner Boileau moved to adopt Resolution No. 4139. Vice President Meskunas seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4139 was ADOPTED.

(i)

RESOLUTION NO. 4140

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ACCEPT A VISION CARE PLAN FROM VISION SERVICE PLAN THROUGH THE HEALTH CARE SERVICE EMPLOYEES/EMPLOYER TRUST IN AN AMOUNT NOT TO EXCEED ($29,207.00) DURING FISCAL YEAR 1993-1994

WHEREAS, the Authority is required to provide vision care coverage for its administrative employees pursuant to a negotiated agreement with United Public Employees Local 790; and

WHEREAS, the Authority, through its insurance broker, L.F. Winsten & Associates, solicited proposals from an adequate number of qualified insurance carriers to provide insurance coverage for vision care for fiscal year 1993 - 1994; and

WHEREAS, affirmative responses were received from three qualified insurers in the following amounts:

Bidders	Bid Amount
Vision Service Plan (Health & Welfare Fund)	$29,207.00
AVP Vision Plan	$33,356.00
Vision Service Plan	$41,464.00

WHEREAS, L.F. Winsten & Associates, recommends and the Authority concurs with their recommendations, that the Vision Service Plan through the Health Care Service Employees/Employers Trust offer is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, funding for the insurance coverage described herein has been approved as part of the Authority's operating budget for fiscal year 1993-1994;

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to accept and endorse the vision care plan offered by Vision Service Plan through the Health Care Service Employees/Employer Trust in an amount not to exceed $29,207.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4140. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4140 was UNANIMOUSLY ADOPTED.

(j)

RESOLUTION NO. 4141

RESOLUTION APPROVING DEVELOPMENT PROJECT GRANT AND AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF - 255

Whereas, the San Francisco Housing Authority (herein called the "Local Authority") entered into a Consolidated Annual Contributions Contract on August 27, 1964 (as amended), with the United States of America (herein called the "Government"); and

Whereas, the Local Authority anticipates that the Government will approve an amendment to the Consolidated Annual Contributions Contract for the purpose of increasing the Government's contribution to the Total Development Cost for the Development Project Grant for the construction of Robert B. Pitts Plaza (Project No. CA39-P001-043); and

Whereas, the anticipated amendment will provide a grant of additional funds which are required to settle claims by the development project's various subcontractors, and to pay other costs associated with the development project;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The President or Vice President of the Commission is hereby authorized and directed to execute seven counterparts of an amendment to the Annual Contributions Contract on behalf of the Local Authority, for the purpose described in this resolution, and the Acting Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4141. Commissioner Huggins seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4141 was UNANIMOUSLY ADOPTED.

(k)

RESOLUTION NO. 4142

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER WITH THE LAW FIRM OF MCGEE, LAFAYETTE, WILLIS AND GREENE FOR LITIGATION SERVICES FOR FISCAL YEAR 1993-94 IN AN AMOUNT NOT TO EXCEED $75,000

WHEREAS, the firm of McGee, Lafayette, Willis & Greene was hired to represent the San Francisco Housing Authority ("SFHA") in litigation matters of: *Nguyen et.al. vs. SFHA et.al.*, Federal Court Case No. C93 1127 JPV; *SFHA vs. Automation Research Systems*, Federal Court Case No. C91 3802 SBA; *Donahue vs. SFHA*, Superior Court Case No. 866133; and

WHEREAS, each of these said cases are still pending and funds need to be provided to pay for litigation services in the 1993-94 fiscal year; and

WHEREAS, funds are available out of the operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute purchase orders with the firm of McGee Lafayette, Willis and Greene for fiscal year 1993-94 to continue representation in the aforementioned cases in an amount not to exceed $75,000.00, except as provided for under the Procurement Policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins requested the Commissioners be given a breakdown of the kind of cases handled and how they are handled when Resolutions such as this one are presented for consideration.

Commissioner Allen stated that before more money is granted for legal fees the Commissioners, the residents and the public are entitled to know why. Commissioner Allen asked what cases are these legal people being used for and what is their salary and why are they not only once a year but twice a year?

Commissioner Boileau stated that the Housing Authority has competent staff lawyers but that the often these cases are often very complicated and often very specific and narrow kinds of issues, such as construction lawsuits. Commissioner Boileau further stated that the Authority had hired on the advice of counsel, with full discussion of the Commission, expert lawyers in those fields and frankly feel that we have saved money by either prenegotiating, knowing that we have an expert attorney on that subject; have been able to settle early for less that what was demanded; or we have won in court. Commissioner Boileau stated that each of these cases were brought before the Commission in Execution Session and exactly the same questions were then asked and answered. Commissioner Boileau informed the Commissioners that the staff sends to the Commissioners a budget for the year which includes money for outside legal fees. Commissioner Boileau urged that this Resolution be passed.

Vice President Meskunas moved to adopt Resolution No. 4142. Commissioners Huggins seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	Jan Allen, Commissioner
ABSENT:	Reverend Harry Chuck, Commissioner

Resolution No. 4142 was ADOPTED.

(l)

RESOLUTION NO. 4143

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH CITY COLLEGE OF SAN FRANCISCO FOR EMPLOYEE EDUCATIONAL TRAINING SERVICES IN AN AMOUNT NOT TO EXCEED $61,020.00

WHEREAS, the Authority has identified training needs for its property managers and clerical staff to enable them to provide enhanced services to public housing residents; and

WHEREAS, the Authority solicited proposals to provide the required training in full and open competition, but rejected the proposals received as inadequate; and

WHEREAS, the Authority decided that its needs could be met through educational services offered by an accredited public education institution; and

WHEREAS, City College of San Francisco offered a program structured to meet the needs of the Authority in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, the procurement of services through City College of San Francisco is in accordance with procurement regulations under 24 CFR, Parts 85.36(b)(5) and 85.36(d)(4); and

WHEREAS, funding for the services is available as part of the 918 CAP grant for management improvements;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to enter into an agreement with City College of San Francisco for educational training services in an amount not to exceed $61,020.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioners Huggins and Boileau expressed concern with spending this amount of money for the type of training curriculum which would be offered. Mr. Kelly stated that these funds were from a grant funded program whose monies are allocated previously as part of a CIAP package solely for the purpose of training Authority staff.

Vice President Meskunas moved to adopt Resolution No. 4143. Commissioner Carpeneti seconded the motion.

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4143 was ADOPTED.

(m)

RESOLUTION NO. 4144

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SENIA INVESTMENTS TO PREPARE HOPE 1 IMPLEMENTATION GRANT APPLICATIONS FOR THE NORTH BEACH AND WESTBROOK DEVELOPMENTS IN AN AMOUNT NOT TO EXCEED $20,700.

WHEREAS, residents from Westbrook and North Beach are interested in the HOPE 1 Implementation Program which provides for resident management and homeownership opportunities; and

WHEREAS, HUD is accepting applications for HOPE 1 Implementation Funding from eligible incorporated Resident Management Corporations (RMC's) or Resident Councils (RC's) that have duly elected representatives from public housing developments as is quoted in 24 CFR, Part 964, subparagraph 964.7; and

. . .

WHEREAS, the Housing Authority and residents have solicited quotes for credible consultants, evaluated the responses, received, and selected Senia Investments as the respondent who can provide the required services in a manner that is most advantageous to the residents and the Authority, costs and other factors considered; and

WHEREAS, funding is available in the CA-918 Comprehensive Improvement Assistance Program and the Low-Income Operating Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a contract between San Francisco Housing Authority and Senia Investments in an amount not to exceed $20,700 except as provided under the procurement policy adopted by the Commission on June 13, 1991.

2. The Acting Executive Director is authorized to take appropriate steps to implement the agreement.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau inquired as to the purpose of the HOPE 1 implementation grant. Ms. Barbara Smith explained that the HOPE 1 implementation grant funds are used to provide home ownership opportunities for residents in public housing developments. Ms. Smith further stated that Resident Management Councils and Resident Councils are eligible to apply for these funds.

Vice President Meskunas moved to adopt Resolution No. 4144. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSTAIN: Robert Boileau, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner

Resolution No. 4144 was ADOPTED.

(n)

RESOLUTION NO. 4145

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $70,905.29 FOR THE QUARTER ENDING SEPTEMBER 30, 1993

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1 details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by the Board of Commissioners; and

WHEREAS, the Board of Commissioners is authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the fourth quarter of Fiscal Year 1992-1993 Debit Balances of $70,905.29.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4145. Commission Meskunas seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	None.
ABSENT:	Reverend Harry Chuck, Commissioner

Resolution No. 4145 was UNANIMOUSLY ADOPTED.

(o)

RESOLUTION NO. 4146

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ACCEPT PROPERTY DAMAGE INSURANCE COVERAGE FROM THE HOME INSURANCE COMPANY IN AN AMOUNT NOT TO EXCEED $490,000.00 DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited proposals, in full and open competition, for property damage insurance pursuant to Request for Proposals (RFP) number 042-93; and

WHEREAS, responses were received from three insurance brokers, Johnson & Higgins of California, Pennbrook Insurance Services, and Larry Lowe Insurance; and

WHEREAS, the response from Larry Lowe Insurance was deemed nonresponsive since it lacked vital information that prevented a reasonable evaluation of the proposal; and

WHEREAS, the response received from Johnson & Higgins of California, representing the Home Insurance Company, was by far the most cost effective remaining choice; and

WHEREAS, the Authority selected the proposed policy from the Home Insurance Company, as the one that is most advantageous for the agency, cost and other factors considered; and

WHEREAS, funding for the proposed property damage insurance is available as part of the Authority's operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to accept the proposed property damage insurance policy offered by the Home Insurance Company through Johnson & Higgins of California, the agent of record, in an amount not to exceed $490,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4146. Commissioner Allen seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner

Resolution **No. 4146 was** UNANIMOUSLY ADOPTED.

Commissioner Allen excused herself from the Commission meeting at 9:45 p.m.

(p)

RESOLUTION NO. 4147

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ANTONIO RUIZ CONSTRUCTION COMPANY FOR THE FABRICATION AND INSTALLATION OF WINDOW GRILLES AND GATE GRIDS AT DEVELOPMENT CAL 1-43, ROBERT B. PITTS PLAZA, IN THE AMOUNT OF $151,585.

WHEREAS, on August 31, 1993, the Authority advertised for bids for the fabrication and installation of window grilles and gate grids at CAL 1-43, Robert B. Pitts Plaza housing development; and

WHEREAS, on September 24, 1993 three (3) bids were received as follows:

	Bidders	Bid Amount
1.	P&A Construction Company (**WITHDRAWN**)	$ 52,000.00
2.	Antonio Ruiz Construction Company	$ 151,585.00
3.	Crown Iron Works	$ 192,149.00

WHEREAS, the contractor P&A Construction Company has notified the Authority that their bid contained an error and has therefore withdrawn their bid.

WHEREAS, the Authority has evaluated the second low bid and determined that Antonio Ruiz Construction Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Community Development Block Grant (CDBG) 1993.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to award a contract for said work to Antonio Ruiz Construction Company in the amount of $151,585.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commission Boileau moved to adopt Resolution No. 4147. Vice President Meskunas seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	None.
ABSENT:	Reverend Harry Chuck, Commissioner Jan Allen, Commissioner

Resolution No. 4147 was UNANIMOUSLY ADOPTED.

(q)

RESOLUTION NO. 4148

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH DAVEY TREE SURGERY COMPANY FOR TREE TRIMMING AND REMOVAL AND SIDEWALK REPAIR AT DEVELOPMENT CAL 1-3, SUNNYDALE, IN THE AMOUNT OF $213,744.00

WHEREAS, on August 20 and August 27, 1993, the Authority advertised for bids for the Tree Trimming and Removal and Sidewalk Repair work at Development CAL 1-3, Sunnydale; and

WHEREAS, on September 21, 1993, one (1) bid was received as follows:

Bidder	Bid Amount
Davey Tree Surgery Company	$213,744.00

WHEREAS, the Authority has evaluated the bid and determined that Davey Tree Surgery Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Davey Tree Surgery Company in the amount of $213,744.00

2. This Resolution becomes effective upon approval by the Department of Housing and Urban Development.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins requested a report on resident hiring after the tree trimming project has begun. Commissioner Boileau stated that he did not believe that, as the company said, that this contract does not involve an apprenticeable craft and that he did not think this bid should be accepted because he did not believe that the company had told the truth. Commissioner Boileau stated that, if the company was going to use an apprenticeable craft or their major subcontract was going to use an apprenticeable craft, the Authority policy states that they have to be signatory. Commission Boileau stated that, if the Commission passed the Resolution and the company did not use a company signatory to an apprenticeship agreement for that work which was apprenticeable, then they would be in violation of this contract. Commissioner Boileau requested that this contract be minutely monitored and that a report be submitted to him. President Shaw agreed and further requested that all similar contracts involving apprenticeable trades and crafts be monitored as a standard operating procedure.

Vice President Meskunas moved to adopt Resolution No. 4148. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSTAIN: Robert Boileau, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

Resolution No. 4148 was ADOPTED.

(r)

RESOLUTION NO. 4149

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ATLAS ELEVATOR COMPANY FOR THE MODERNIZATION OF ELEVATORS AT DEVELOPMENT CAL 1-32, 1760 BUSH STREET IN THE AMOUNT OF $73,780.00

WHEREAS, on August 9, 1993, the Authority advertised for bids for the Modernization of Elevators at housing development CAL 1-32, 1760 Bush Street; and

WHEREAS, on August 31, 1993, four (4) bids were received as follows:

	Bidder	Bid Amount
1.	Atlas Elevator Company	$ 73,780.00
2.	Standard Elevator Company	$ 91,500.00
3.	Hy-Tech Elevator Services	$ 96,282.00
4.	United States Elevator Corporation	$ 99,451.00

WHEREAS, the Authority has evaluated the low bid and determined that Atlas Elevator Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to award a contract for said work to Atlas Elevator Company in the amount of $73,780.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4149. Commissioner Boileau seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

Resolution No. 4149 was UNANIMOUSLY ADOPTED.

(s)

RESOLUTION NO. 4150

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ATLAS ELEVATOR COMPANY FOR THE MODERNIZATION OF ELEVATORS AT DEVELOPMENT CAL 1-37, 491-31ST AVENUE IN THE AMOUNT OF $67,780.00

WHEREAS, on August 9, 1993, the Authority advertised for bids for the Modernization of Elevators at housing development CAL 1-37, 491-31st Avenue; and

WHEREAS, on August 31, 1993, four (4) bids were received as follows:

	Bidders	Bid Amount
1.	Atlas Elevator Company	$ 67,780.00
2.	Hy-Tech Elevator Service	$ 71,637.00
3.	Standard Elevator Company	$ 81,900.00
4.	United States Elevator Corporation	$ 82,026.00

WHEREAS, the Authority has evaluated the low bid and determined that Atlas Elevator Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to award a contract for said work to Atlas Elevator Company in the amount of $67,780.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4150. Commissioner Boileau seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

Resolution No. 4150 was UNANIMOUSLY ADOPTED.

(t)

RESOLUTION NO. 4151

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH STANDARD ELEVATOR COMPANY FOR THE MODERNIZATION OF ELEVATOR AT DEVELOPMENT CAL 1-20, 3850-18TH STREET/255 DORLAND STREET IN THE AMOUNT OF $70,135.00.

WHEREAS, on July 19, 1993, the Authority advertised for bids for the Modernization of Elevators at housing development CAL 1-20, 3850-18th Street/255 Dorland Street; and

WHEREAS, on August 17, 1993, three (3) bids were received as follows:

	Bidders	Bid Amount
1.	Atlas Elevator Company (Non-responsive)	$ 68,780.00
2.	Standard Elevator Company	$ 70,135.00
3.	United States Elevator Corporation	$ 84,900.00

WHEREAS, the apparent low bid proposal submitted was incomplete in form and was therefore considered to be a non-responsive submittal; and

WHEREAS, the Authority has evaluated the bids and has determined that Standard Elevator Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to award a contract for said work to Standard Elevator Company in the amount of $70,135.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4151. Commissioner Boileau seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

Resolution No. 4151 was UNANIMOUSLY ADOPTED.

(u)

RESOLUTION NO. 4152

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH UNITED STATES ELEVATOR CORPORATION FOR THE MODERNIZATION OF ELEVATOR AT DEVELOPMENT CAL 1-34, 363 NOE STREET IN THE AMOUNT OF $35,000.00.

WHEREAS, on July 19, 1993, the Authority advertised for bids for the Modernization of Elevator at housing development CAL 1-34, 363 Noe Street; and

WHEREAS, on August 17, 1993, three (3) bids were received as follows:

	Bidders	Bid Amount
1.	Atlas Elevator Company (Non-responsive)	$ 29,450.00
2.	United States Elevator Corporation	$ 35,000.00
3.	Standard Elevator Company	$ 42,749.00

WHEREAS, the apparent low bid proposal submitted was incomplete in form and was therefore considered to be a non-responsive submittal; and

WHEREAS, the Authority has evaluated the bids and has determined that United States Elevator Corporation is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to award a contract for said work to United States Elevator Corporation in the amount of $35,000.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

At the request of Commissioner Huggins, Mr. Kelly agreed to provide reports from the monitors of the elevator projects.

Vice President Meskunas moved to adopt Resolution No. 4152. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

Resolution No.4152 was UNANIMOUSLY ADOPTED.

(v)

RESOLUTION NO. 4153

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF FLOOR TILE FROM CONTINENTAL FLOORING COMPANY IN AN AMOUNT NOT TO EXCEED $79,500.00

WHEREAS, the Authority solicited and received bids for floor tile pursuant to its bid, number 022-92 for use throughout the agency; and

WHEREAS, Continental Flooring Company has agreed to extend the bid price for an additional year; and

WHEREAS, It is in the best interest of the Authority and in accordance with procurement regulations under 24 CFR, part 85.36, to award a purchase order to Continental Flooring Company as the lowest, responsive, responsible bidder to supply floor tile; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1993-94 with additional funding available through the Comprehensive Improvement Assistance Program (CIAP);

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of floor tile from Continental Flooring Company in an amount not to exceed $79,500.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved to adopt Resolution No. 4153. Commissioner Carpeneti seconded the motion. The vote was:

AYES:	Reverend Clarence L. Shaw, President Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	None.
ABSENT:	Reverend Harry Chuck, Commissioner Jan Allen, Commissioner

Resolution No. 4153 was UNANIMOUSLY ADOPTED.

(w)

RESOLUTION NO. 4154

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SENIA INVESTMENTS TO PREPARE A HOPE 1 IMPLEMENTATION GRANT APPLICATION FOR THE ALEMANY RESIDENT MANAGEMENT CORPORATION IN AN AMOUNT NOT TO EXCEED $10,400.

WHEREAS, residents from Alemany are interested in the HOPE 1 Implementation Program which provides for resident management and homeownership opportunities; and

WHEREAS, HUD is accepting applications for HOPE 1 Implementation Funding from eligible incorporated Resident Management Corporations (RMCs) or Resident Councils (RCs) that have duly elected representatives from public housing developments as is quoted in 24 CFR, Part 964, subparagraph 964.7; and

WHEREAS, the Housing Authority and residents have solicited quotes for credible consultants, evaluated the responses, received, and selected Senia Investments as the respondent who can provide the required services in a manner that is most advantageous to the residents and the Authority, costs and other factors considered; and

WHEREAS, funding is available through the HOPE 1 Planning Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a contract between San Francisco Housing Authority and Senia Investments in an amount not to exceed $10,400 except as provided under the procurement policy adopted by the Commission on June 13, 1991.

2. The Acting Executive Director is authorized to take appropriate steps to implement the agreement.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau stated he had difficulty with voting in favor of a motion which was in a submitted grant application that the Commission did not see.

Vice President Meskunas moved to adopt Resolution No. 4154. Commissioner Carpeneti seconded the motion. The voter was:

AYES: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

ABSENT: Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

Resolution No. 4154 was ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, Vice President Meskunas moved that the Meeting of October 14, 1993 be adjourned at 10:00 p.m. to Executive Session. The next Regular Meeting has been scheduled for October 28, 1993.

Reverend Clarence L. Shaw
President

Michael Kelly
Acting Secretary and Acting Executive Director

RESOLUTION NO. _____
DATE ADOPTED: _____

RESOLUTION DECLARING OCTOBER 8, 1993 AS ROBERT WILLIAMS DAY

WHEREAS, Robert Williams was a resident of Valencia Gardens for four years; and

WHEREAS, Robert Williams served with distinction as President of the Valencia Gardens Resident's Association for the past year; and

WHEREAS, Robert Williams was friend to young and old alike, inspiring broad community support and involvement with residents of Valencia Gardens; and

WHEREAS, Robert Williams inspired San Francisco Housing Authority residents and management to develop working partnerships for the benefit of his community until his untimely death on October 8, 1993; and

WHEREAS, the San Francisco Housing Authority Commission wishes to acknowledge Robert Williams for his vision and resilience;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. October 8, 1993 is memorialized as Robert Williams Day.

2. This Resolution shall take effect immediately.

Approved as to Form:

Geraldine Chavis
Legal Counsel

10/22/93
Dated

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DATE: October 25, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSIONERS

Reverend Clarence L. Shaw, President
Barbara Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: MICHAEL KELLY, Acting Executive Director MK

SUBJECT: RESOLUTION ADOPTING REVISED RULES OF CONDUCT GOVERNING PUBLIC TESTIMONY DURING MEETINGS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND RESCINDING RESOLUTION NO. 3779

Attached is the resolution which you requested at the last Commission meeting adopting revised rules of conduct in reference to public testimony during Commission meetings.

MK:GLC:gb

(b

RESOLUTION NO. ____

DATED _____

RESOLUTION ADOPTING REVISED RULES OF CONDUCT GOVERNING PUBLIC TESTIMONY DURING MEETINGS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND RESCINDING RESOLUTION NO. 3779

WHEREAS, the Ralph M. Brown Act, California Government Code Section 54950 et.seq., (the Act) provides that every agenda for regular meetings of a local public agency shall provide an opportunity for members of the public to directly address the legislative body on items of interest to the public that are within the subject matter jurisdiction of the legislative body provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Act; and

WHEREAS, the Act authorizes legislative bodies of public agencies to adopt reasonable regulations to ensure that this requirement is carried out; and

WHEREAS, the Housing Authorities Law [Health and Safety Code §34332(e)] requires housing authorities to allow all persons to speak at its meeting who inform the Authority of his/her desire to speak before the meeting begins; and

WHEREAS, the Authority adopted rules of conduct governing public testimony during a meeting on April 9, 1992 by Resolution No. 3779; and

WHEREAS, the Commission now desires to revise said rules:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The rules as set forth in Exhibit A attached hereto and incorporated into this resolution are hereby adopted as the rules and regulations governing members of the public and public testimony of meetings of the Authority.

2. Resolution No. 3779 adopted April 9, 1992, is hereby rescinded.

3. Every agenda for regular meetings shall provide the public an opportunity to comment in accordance with these rules.

4. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis

GERALDINE L. CHAVIS, Legal Counsel

DATED 10/25/93

Attachment

SAN FRANCISCO HOUSING AUTHORITY
RULES GOVERNING PUBLIC TESTIMONY

The opportunity for public comments provided during meetings of the San Francisco Housing Authority must be in accordance with these rules.

In order to facilitate maximum, orderly public participation in the conduct of Authority business during its meetings, the following rules will govern public testimony at Commission meetings and will be strictly enforced.

1. The Commission will listen to public testimony following the adoption of the Agenda at the beginning of each meeting and prior to consideration of each resolution. The Secretary will read the names of those wishing to speak. All public testimony, including testimony or comments from tenants, must be presented at this time.

2. Testimony may address the items before the Commission for review and action at the meeting or any other subject which the speaker wishes to discuss.

3. Each speaker will be allotted a maximum of three minutes during the general public comment period and five minutes on each resolution prior to action by the Commission. If the number and complexity of resolutions warrant, the Chair may allow additional time.

4. In establishing a speaking order, public housing residents shall be recognized to speak before non-residents.

5. Individuals wishing to present testimony to the Commission must register on a form provided, not later than the adoption of the Agenda. Speakers wishing to remain anonymous will not be required to give their name, but may provide some other identifying information on the registration form. If a speaker card is submitted after the beginning of public testimony, that individual will be permitted to speak after all other testimony is completed. **NO SPEAKER CARDS WILL BE ACCEPTED AFTER THE ADOPTION OF THE MINUTES.**

GENERAL RULES

1. The generally accepted rules of decorum and courtesy will be observed and enforced during Commission meetings.

2. Outbursts or comments from the audience will not be permitted.

3. Speakers ruled out-of-order by the presiding officer will comply with the instructions of the presiding officer.

4. When the timer sounds, speakers will cease testimony and yield to the next speaker.

5. Behavior which disrupts the meeting of the Commission and the conduct of its business may result in ejectment from the meeting.

6. Except by prior written permission of the Commission, the use of video and other photographic equipment will be restricted to the area in the Commission Room behind the last row of seats for visitors.

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSION

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: Michael Kelly, Acting Secretary/Executive Director

SUBJ: RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF MOUSE SIZE GLUE TRAPS FROM VAN WATERS & ROGERS, INC. IN AN AMOUNT NOT TO EXCEED $10,600.00

The attached resolution is submitted, for your review and approval, to authorize the execution of a purchase order in excess of $10,000.00 for the purchase of mouse size glue traps to be used throughout the agency.

The Authority solicited bids, in full and open competition, for the purchase and delivery of mouse size glue traps. Bids were received from four companies in a timely and acceptable manner. Listed below are the unit price quoted by each responsive, responsible bidder:

VENDOR	UNIT PRICE
Van Waters & Rogers, Incorporated	$32.50/box
Shasta Hardware & Supply Co., Inc.	39.00/box
Tamaras Supply, Incorporated	40.74/box
Sunwest Sales Company	44.60/box

The bid response received from the apparent low bidder was in accordance with the specification solicited to fulfill the agency's requirements. Therefore and in accordance with procurement regulations under 24 CFR, Part 85.36, the award of a purchase order should be made to Van Waters & Rogers Incorporated as the lowest, responsive, responsible bidder for the purchase of mouse size glue traps.

It must be noted that funding for the purchase of mouse size glue traps has been approved as part of the 1993-1994 operating budget.

I urge the adoption of the attached resolution.

DG:CO/v

RESOLUTION NO._____
DATE ADOPTED _____

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF MOUSE SIZE GLUE TRAPS IN AN AMOUNT NOT TO EXCEED $10,600.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of mouse size glue traps for use throughout the agency; and

WHEREAS, quotations were received from Van Waters & Rogers, Incorporated, Shasta Hardware & Supply Co., Inc., Tamaras Supply, Incorporated & Sunwest Sales Company in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Van Waters & Rogers, Incorporated as the lowest, responsive, responsible bidder to supply mouse size glue traps; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of mouse size glue traps from Van Waters & Rogers, Incorporated in an amount not to exceed $10,600.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

10/21/93
Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSION

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: Michael Kelly, Acting Secretary/Executive Director

SUBJ: RESOLUTION AUTHORIZING THE EXTENSION OF SECURITY GUARD SERVICES AT THE ROSA PARKS SENIOR HOUSING DEVELOPMENT BY WESTERN SECURITY BUREAU IN AN AMOUNT NOT TO EXCEED $45,000.00 THROUGH THE PERIOD ENDING MARCH 31, 1994

The attached resolution is submitted, for your review and approval, to authorize the extension of a contract in excess of $10,000.00 for the provision of services required by the Authority.

The Commission approved, pursuant to Resolution number 3772 adopted on March 26, 1992, a contract with Western Security Bureau to provide security guard services at its Rosa Parks Senior Housing Development. Western Security Bureau has performed these services in a cost effective, responsible, and reliable manner, and as such, the Authority wishes to extend these services through March 31, 1994.

It must be noted that each year the Authority enters into an agreement with the Mayor's Office of Criminal Justice to fund these services. Approval of this contract extension is contingent upon securing said funding.

I urge the adoption of the attached resolution.

MK:CO

RESOLUTION NO._____
DATE ADOPTED _____

RESOLUTION AUTHORIZING THE EXTENSION OF SECURITY GUARD SERVICES AT THE ROSA PARKS SENIOR HOUSING DEVELOPMENT BY WESTERN SECURITY BUREAU IN AN AMOUNT NOT TO EXCEED $45,000.00 THROUGH THE PERIOD ENDING MARCH 31, 1994

WHEREAS, the Commission approved the execution of a contract with Western Security Bureau for security guard services at Rosa Parks pursuant to Resolution number 3772 adopted on March 26, 1992; and

WHEREAS, Western Security Bureau, a minority-owned business enterprise, has provided security guard services in a competent and responsible manner, and as such, the Authority wishes to continue with the services through March 31, 1994; and

WHEREAS, the services provided are of a necessary and vital nature to the senior residents of Rosa Parks, and would present significant operating difficulties for the Authority if the extension of services is not approved as requested herein; and

WHEREAS, the Authority has requested funding from the Mayor's Office of Criminal Justice for the services described herein;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to extend the contract with Western Security Bureau for security guard services at Rosa Parks Senior Housing Development, subject to the approval of funding by the Mayor's Office of Criminal Justice in an amount not to exceed $45,000.00 through March 31, 1994, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Deborah D. Lee for

Geraldine L. Chavis
Legal Counsel

10/21/93
Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSIONERS

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: Michael Kelly, Secretary/Acting Executive Director

SUBJECT: **RESOLUTION APPROVING DEVELOPMENT PROJECT GRANT TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 AND AUTHORIZING ITS EXECUTION**

The attached Resolution authorizes an Amendment of the Annual Contributions Contract No. SF-255 dated August 27, 1964. This amendment is necessary to reflect an increase in the level of federal funding provided for the 1993 Comprehensive Grant Program, based upon the final funding allocation provided by HUD.

On June 18, 1993, the San Francisco Housing Authority's Commission approved Resolution No. 4075, which authorized an ACC amendment to reflect Comprehensive Grant Program funding in the amount of $18,744,221. On September 29, 1993, HUD notified the SFHA that the final funding allocation of $19,525,370 has been established. The additional funds will be allocated primarily to supplement funding previously allocated in the 1992 and 1993 Comprehensive Grants for waterproofing at Westside Courts, and supplemental police services in family developments.

As execution of this Amendment is required to access this funding, adoption of this Resolution is requested at the October 28, 1993 Commission Meeting.

MK:CW:jhc

2/5/89

RESOLUTION NO.____

RESOLUTION APPROVING DEVELOPMENT PROJECT GRANT
TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255
AND AUTHORIZING ITS EXECUTION

The Housing Authority of the City and County of San Francisco (herein called the "Local Authority") entered into a Consolidated Annual Contributions Contract on August 27, 1964 [as amended], with the United States of America (herein called the "Government").

It is deemed advisable by the Local Authority and the Government to amend the Consolidated Annual Contributions Contract in the particulars indicated in such Amendment.

BE IT RESOLVED BY THE LOCAL AUTHORITY, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute five counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.
2. This Resolution shall take effect immediately.

REG. IX, HUD

CERTIFICATE

OF

RECORDING OFFICER

I, the undersigned, the duly qualified and acting Secretary of the Housing Authority of the City and County of San Francisco, do hereby certify:

1. That the attached Resolution is a true and correct copy of a Resolution as finally adopted at a duly called meeting of the Regular held on October 28, 1993, and duly recorded in the official records of this Body, that the Resolution has not been amended, modified, or rescinded, and is now in full force and effect;

2. That the meeting was duly convened and held in all respects in accordance with law; that to the extent required by law, that due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and that a legally sufficient number of members of the Commission voted in the proper manner for adoption of said Resolution; that all other requirements and proceedings under the law incident to the proper adoption or passage of the Resolution, including the publication, if required, have been duly fulfilled, carried out, and otherwise observed; that I am authorized to execute this Certificate; and that the seal affixed below constitutes the official seal of the San Francisco Housing Authority and this Certificate is hereby executed under such official seal.

IN WITNESS WHEREOF, I have hereunto set my hand on October 28, 1993.
(Date)

(Signature)

Michael Kelly
(Typed Name)

Acting Executive Director
(Title)

Comprehensive Grant Program (CGP) Amendment

To Consolidated Annual Contributions Contract or
To Mutual Help Consolidated Annual Contributions Contract

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No 2577-0157 (Exp. 6/30/93)

Public Reporting Burden for this collection of information is estimated to average 0.1 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

Whereas, (Public Housing Agency / ~~Indian Housing Authority~~) Housing Authority of the City and County of San Francisco (herein called the "PHA/IHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) (ACC) Number(s) SF-255

dated August 27, 1964 ; and/or ~~Mutual Help Consolidated ACC(s) Number(s)~~ _____

dated _____ (herein called the "ACCs");

Whereas, HUD has agreed to provide comprehensive grant assistance, upon execution of this Amendment, to the PHA/IHA in the amount to be specified below for the purpose of assisting the PHA/IHA in financing improvements to the physical condition of existing public/Indian housing developments and upgrades to the management and operation of such developments in order to ensure that such developments continue to be available to serve low-income families:

$ 18,744,221 for Fiscal Year 19 93
(the amount of comprehensive grant funds previously approved);

$ 781,149 for Fiscal Year 19 _____ for a combined
(the amount of comprehensive grant funds now being approved);

total of $ 19,525,370 ; to be referred to under Comprehensive Grant Number CA39-P001-70293 .

Whereas, HUD and the PHA/IHA are entering into this Comprehensive Grant Program Amendment Number 84 .

Now Therefore, the ACCs are amended as follows:

1. The ACCs are amended to provide comprehensive grant assistance in the amounts specified above for modernization of PHA/IHA developments (including section 23 leased-housing bond financed, Mutual Help and Turnkey III). This amendment is a part of the ACCs.
2. The modernization work shall be carried out in accordance with all HUD regulations and other requirements applicable to the Comprehensive Grant Program.
3. In accordance with the HUD regulations, the Comprehensive Plan has been adopted by the PHA/IHA and approved by HUD, and may be amended from time to time. The modernization work shall be carried out as described in the Comprehensive Plan, including the Action Plan.
4. Subject to the provisions of Part II of the ACCs, and to assist in the modernization, HUD agrees to disburse to the PHA/IHA from time to time as needed, up to the amount of funding assistance specified above.
5. The PHA/IHA shall continue to operate each development (for section 23 leased-housing bond financed, after the expiration of the respective lease terms, the PHA shall continue to operate each development) as low-income housing in compliance with the ACCs, as amended, the United States Housing Act of 1937 (the "Act") and all HUD regulations and requirements for a period of twenty years after the last disbursement of comprehensive grant assistance. However, the provisions of Section 308(B) and (C) of the ACC (Article 14.2 of the Mutual Help Consolidated ACC) shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA/IHA to HUD which arose in connection with any development(s) under the ACCs and which is not eligible for forgiveness, and provided further that, for a period of ten years following the last payment of operating subsidy to the PHA/IHA, no disposition of any development covered by this amendment shall occur unless approved by HUD.
6. Section 404 of Part II of the ACC (Article 4.2 of the Mutual Help Consolidated ACC) shall not be applicable to the Comprehensive Grant.

form HUD-52840 (2/92)
ref Handbook 7485.3

7. If the PHA/IHA does not comply with any of its obligations under this Amendment, HUD may direct the PHA/IHA to terminate all work described in the Annual Statement. In such case, the PHA/IHA shall only incur additional costs with HUD approval.

8. Implementation or use of funding assistance provided under this Amendment is subject to attached corrective action order(s) (mark one): ☐ Yes ☒ No

9. The Grantee acknowledges its responsibility for adherence to Amendment by subgrantees to which it makes funding assista hereunder available.

The parties have caused this Amendment to be effective as of the date of execution on behalf of the United States, as stated below.

U.S. Department of Housing and Urban Development

By: JULIAN A. FITZHUGH

Title: Director, Office of Public Housing

Date:

PHA/IHA Executive Director

By: MICHAEL KELLY

Title: Acting Executive Director

Date:

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: **SAN FRANCISCO HOUSING AUTHORITY COMMISSIONERS**

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: **MICHAEL KELLY/Secretary/Acting Executive Director**

SUBJECT: **RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR FUNDS FOR SUPPORTIVE SERVICE GRANT AND SECTION 8 RENTAL VOUCHERS AND CERTIFICATES FOR THE MOVING TO OPPORTUNITY FOR FAIR HOUSING DEMONSTRATION PROGRAM AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED**

On August 16, 1993, the Department of Housing and Urban Development (HUD) published a Notice of Funding Availability (NOFA) which informed public housing authorities that funding is available for a national competition for FY 1993 for the Moving to Opportunity for Fair Housing Demonstration Program (MTO).

The MTO demonstration program will provide housing counseling services in combination with tenant-based rental assistance to assist very low-income families with children who reside in public housing or housing receiving project-based Section 8 assistance located in high poverty census tracts in the jurisdictions of central city PHAs to move to low-poverty census tracts. The housing counseling services provided by a Not for Profit Organization (NPO) will be funded in part from HUD housing counseling grants and in part from local sources.

Only families living in public housing projects or projects receiving Section 8 project-based assistance within the census tracts designated by the PHA will be eligible for assistance under the demonstration program.

This resolution requests authorization to submit an application for 100 Section 8 Vouchers and 100 Section 8 Certificates and also requests authorization to execute the Annual Contributions Contract if such application is approved.

I urge your approval of this resolution.

MK:LA:CB/sc

RESOLUTION No._____
ADOPTED DATE:_____

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR FUNDS FOR SUPPORTIVE SERVICE GRANT AND SECTION 8 RENTAL VOUCHERS AND CERTIFICATES FOR THE MOVING TO OPPORTUNITY FOR FAIR HOUSING DEMONSTRATION PROGRAM AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on August 16, 1993, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for Rental Certificates and Vouchers for the Moving to Opportunity for Fair Housing Demonstration program; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on November 15, 1993. This short application period warrants immediate Board action; and

WHEREAS, the Authority desires to submit application for these funds and the authority to execute the Annual Contributions Contracts by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Certificate and Voucher funding and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This resolution shall take effect immediately.

Approved as to form:

Geraldine L. Chavis
Legal Counsel

10/19/92
Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO **SAN FRANCISCO HOUSING AUTHORITY COMMISSIONERS**

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: **MICHAEL KELLY/Secretary/Acting Executive Director**

SUBJECT: **RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 RENTAL VOUCHER FUNDING FOR HOMELESS VETERANS WITH SEVERE PSYCHIATRIC OR SUBSTANCE ABUSE DISORDERS AND FOR AUTHORIZATION TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED**

On September 30, 1993, the Department of Housing and Urban Development (HUD) published a Notice of Funding Availability (NOFA) which informed public housing authorities that funding is available for a National Demonstration Program for Homeless Veterans with severe psychiatric or substance abuse disorders.

This demonstration program will provide housing counseling services in combination with tenant-abuse rental assistance to eligible homeless veterans. The San Francisco Housing Authority (SFHA) in a joint effort with the Veterans Affairs Supportive Housing Program (VASH), will be providing permanent housing, appropriate treatment and supportive services to eligible participants.

This resolution requests authorization to submit an application for fifty (50) Section 8 Vouchers and also requests authorization to execute the Annual Contributions Contract if such application is approved.

I urge your approval of this resolution.

RESOLUTION No._____
ADOPTED DATE:_____

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 RENTAL VOUCHER FUNDING FOR HOMELESS VETERANS WITH SEVERE PSYCHIATRIC OR SUBSTANCE ABUSE DISORDERS AND FOR AUTHORIZATION TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on September 30, 1993, the Department of Housing and Urban Development (HUD) advised the San Francisco Housing Authority that funding is available under the Section 8 Rental Voucher Program for Homeless Veterans with severe psychiatric or substance abuse disorders; and

WHEREAS, the Housing Authority desires to submit an application for fifty (50) such Vouchers and application must be received by HUD no later than 3:00 p.m., on November 15, 1993; and

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Rental Vouchers set aside for homeless veterans with severe psychiatric or substance abuse disorders. The Acting Executive Director is authorized to execute the annual Contributions Contract if the application is approved.

2. This resolution shall take effect immediately.

Approved as to form:

Geraldine L. Chavis
Legal Counsel

10.22.93
Date

RESOLUTION NO. _____
DATE ADOPTED _____

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO TRAVEL TO LOUISVILLE, KENTUCKY TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING ON NOVEMBER 3 THROUGH NOVEMBER 5, 1993

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA is holding its Quarterly Meeting in Louisville, Kentucky on November 3 through November 5, 1993; and

WHEREAS, the Authority deems that the attendance of the Acting Executive Director at the aforementioned CLPHA conference is important and essential to the Authority's conduct; and

WHEREAS, this conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Michael Kelly, Acting Executive Director, is hereby authorized to attend the aforementioned CLPHA Quarterly Meeting on November 3 through November 5, 1993.

2. Travel be in conformance with the Travel Policy of this Authority.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSION

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: Michael Kelly, Acting Secretary/Executive Director

SUBJ: RESOLUTION RATIFYING THE EXECUTION OF AN INSURANCE POLICY WITH UNIGARD INSURANCE COMPANY FOR FLEET INSURANCE COVERAGE IN AN AMOUNT NOT TO EXCEED $244,123.00 DURING FISCAL YEAR 1993-94

The attached resolution is submitted, for your review and approval, to ratify the execution of a contract in excess of $10,000.00 for the provision of services required by the Authority.

The San Francisco Housing Authority maintains insurance on its vehicular fleet through outside insurers. The Authority's policy for Fiscal Year 1991-92 expired on September 30, 1992. In order to secure continued coverage at a competitive cost, a solicitation was initiated and completed prior to the September 30th expiration date. The proposal offered by Unigard Insurance Company, through Levinson Bros. insurance brokers, was accepted as the most cost effective coverage. The contract award was approved by the Commission on October 8, 1992.

Unigard Insurance Company has provided this agency with insurance coverage in an acceptable manner at favorable rates, and as such, the Authority wishes to continue the insurance policy for Fiscal Year 1993-94.

It must be noted that funding for the services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for Fiscal Year 1993-94. I urge ratification of the attached resolution.

MK:CO

RESOLUTION NO._____
DATE ADOPTED _____

RESOLUTION RATIFYING THE EXECUTION OF AN INSURANCE POLICY WITH UNIGARD INSURANCE COMPANY FOR FLEET INSURANCE COVERAGE IN AN AMOUNT NOT TO EXCEED $244,123.00 DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Unigard Insurance Company for automotive insurance coverage; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3974, adopted on October 8, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for this service is available as part of the Authority's approved operating budget and Section 8 Administrative fees for Fiscal Year 1993-94; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Authority's fleet insurance policy with Unigard Insurance Company is hereby ratified in an amount not to exceed $244,123.00 during fiscal year 1993-94, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

10/21/93
Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSION

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: Michael Kelly, Acting Executive Director/Secretary

SUBJ: RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL SCIENCE AND ENGINEERING, INC. FOR ASBESTOS AND LEAD ABATEMENT DESIGN SERVICES AT DEVELOPMENT CAL 1-3, SUNNYDALE IN THE AMOUNT OF $14,450.

In July 1993 the Authority advertised for proposals for a Standby Lead Hazards Consultant with the capability to also address asbestos problems. The eight firms submitting proposals were reviewed by the staff and the firm of Environmental Science and Engineering, Inc. (ESE) was judged to be the best qualified Consultant.

The first service required of this firm is lead and limited asbestos abatement consulting services associated with the comprehensive modernization of the Sunnydale housing development. LBP and ACBM handling, removal and disposal are governed by strict regulatory requirements. To insure that this work is done correctly consulting services are required to provide the LBP and ACBM abatement design. Specifically, ESE will develop plans and technical specifications for the interior and exterior abatement of identified LBP components and ACBM for 160 dwelling units in the Sunnydale housing development.

Environmental Science and Engineering, Inc. has proposed to do this work for $ 14,450, and sufficient funding is available in the Sunnydale modernization project to support this effort.

As this is work is required by statute and will insure lead and asbestos free dwelling units, we recommend adoption of this attached Resolution at the October 28, 1993 Commission Meeting.

MK:RSA:RM/mi

RESOLUTION NO._____
DATE ADOPTED:_____

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL SCIENCE AND ENGINEERING, INC. FOR ASBESTOS AND LEAD ABATEMENT DESIGN SERVICES AT DEVELOPMENT CAL 1-3, SUNNYDALE IN THE AMOUNT OF $14,450.

WHEREAS, on July, 1993, the Authority advertised for proposals for a Standby Lead and Asbestos Hazards Consultant; and

WHEREAS, eight proposals were received and evaluated by staff; and

WHEREAS, the presence of Lead Based Paint and Asbestos has been identified at the Sunnydale development which is scheduled for comprehensive modernization; and

WHEREAS, the presence of Lead Based Paint (LBP) coated components presents a potential hazard to families and its abatement is mandated by HUD; and

WHEREAS, the presence of asbestos containing building materials (ACBM) also presents a potential hazard to families; and

WHEREAS, strict regulatory requirements govern the handling and disposal of LBP components and ACBM to protect residents and workers; and

WHEREAS, LBP and ACBM abatement design services are required to ensure that the Sunnydale Modernization effort is properly completed; and

WHEREAS, Environmental Science and Engineering, Inc. has been identified as the respondent who can provide the required services at Sunnydale in a manner that is most advantageous to the Authority, costs and other factors considered; and

WHEREAS, this firm has completed a similar project for the Authority at the Sunnydale Housing Development in a professional and responsive manner; and

WHEREAS, Environmental Science and Engineering, Inc., has proposed a fee of $14,450.00 to complete this effort; and

WHEREAS, this fee is reasonable for the work involved and is within the funding available in the Sunnydale Modernization budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a contract for said work with Environmental Science and Engineering, Inc. in the amount of $14,450.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

10/22/93
Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

October 22, 1993

TO: SAN FRANCISCO HOUSING AUTHORITY COMMISSION

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

FROM: Michael Kelly, Acting Secretary/Executive Director

SUBJ: RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PURCHASE THE TEMPORARY SERVICES OF A SYSTEM 38 OPERATOR THROUGH EDP/TEMPS IN AN AMOUNT NOT TO EXCEED $12,000.00

The attached resolution is submitted, for your review and approval, to authorize the execution of a contract in excess of $10,000.00 for the provision of services required by the Authority.

The San Francisco Housing Authority is currently involved in a complicated conversion effort to a new computer system. In order to successfully complete the conversion process, it is necessary to maintain the new computer system and current System 38 computer system simultaneously. This requires skilled personnel to perform system backup functions, timely report generation, and various system maintenance tasks. The Senior System 38 operator responsible for performing these critical tasks recently became unavailable for an indeterminate period of time. Due to the importance of the position and its impact on the conversion process, an extensive effort was undertaken immediately to find a suitable replacement on a temporary basis.

Several individuals and temporary agencies with known data processing expertise were

contacted and requested to submit resumes of those persons with System 38 experience. Five resumes were obtained in the specified time frames and reviewed by the MIS Manager and Senior Programmer. An individual was selected through EDP/Temps as the most qualified person available and interested in filling the temporary role. Due to public exigency in accordance with procurement regulations under 24 CFR, Part 85.36(d)(4), the Authority is permitted to procure the services described above.

It must be noted that funding for these services is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94.

I urge the adoption of the attached resolution.

MK:WH:CO

RESOLUTION NO._____
DATE ADOPTED _____

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PURCHASE THE TEMPORARY SERVICES OF A SYSTEM 38 OPERATOR THROUGH EDP/TEMPS IN AN AMOUNT NOT TO EXCEED $12,000.00

WHEREAS, the computer system that supports most of the Authority's operations is an IBM System 38; and

WHEREAS, the Authority unexpectedly lost its most experienced System 38 computer operator for an extended period of time at a critical time during conversion to a new computer system; and

WHEREAS, the Authority moved to remedy this situation by immediately contacting several temporary agencies and individuals, and requesting resumes of those persons with appropriate System 38 experience; and

WHEREAS, the MIS Manager and Senior Programmer selected an individual from EDP/Temps as the person most capable of providing the necessary assistance in a timely manner; and

WHEREAS, the selection was made in accordance with procurement regulations under 24 CFR, Part 85.36(d)(4) due to public exigency; and

WHEREAS, funding for the services described above is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to extend the temporary services of a System 38 operator through EDP/Temps in an amount not to exceed $12,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

Date

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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September 20, 1993

PUBLIC NOTICE

There will be a seminar conducted for members of all City Boards and Commissions and all department heads by the City Attorney at the request of Mayor Jordan for the purpose of providing a comprehensive review on the following subjects:

- All State and City conflict of interest laws;
- The San Francisco Sunshine Ordinance and related laws.

The seminar is a public meeting within the meaning of the Brown Act. It will be held at 10:00 a.m. to 12:00 noon, Saturday, October 23, 1993, in the Board of Supervisors chambers in City Hall.

Michael Kelly
Acting Secretary/Acting Executive Director

SF
H65
#1
10/28/93

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 28, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, October 28, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

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2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution Declaring October 8, 1993 as Robert Williams Day

(b) Resolution - Resolution adopting revised Rules of Conduct Governing Public Testimony during meetings of the Housing Authority of the City and County of San Francisco and Rescinding Resolution No. 3779

(c) Resolution - Resolution authorizing the Acting Executive Director to execute a purchase order for the procurement of mouse size glue traps from Van Waters & Rogers, Inc. in an amount not to exceed $10,600.00

(d) Resolution - Resolution authorizing the extension of security guard services at the Rosa Parks Senior Housing Development by Western Security Bureau in an amount not to exceed $45,000.00 through the period ending March 31, 1994

(e) Resolution - Resolution approving Development Project Grant to Consolidated Annual Contributions Contract No. SF-255 and authorizing its execution

(f) Resolution - Resolution authorizing the submission of application for funds for Supportive Service Grant and Section 8 Rental Vouchers and Certificates for the Moving to Opportunity for Fair Housing Demonstration Program and for authority to execute the Annual Contributions Contract if such application is approved

(g) Resolution - Resolution authorizing the submission of application for Section 8 rental voucher funding for homeless veterans with severe psychiatric or substance abuse disorders and for authorization to execute the Annual Contributions Contract is such application is approved

(h) Resolution - Resolution authorizing the Acting Executive Director to Travel to Louisville, Kentucky to Attend The Council of Large Public Housing Authorities (CLPHA) Quarterly Meeting on November 2 through November 5, 1993

(i) Resolution - Resolution ratifying the execution of an insurance policy with Uniguard Insurance Company for fleet insurance coverage in an amount not to exceed $244,123.00 during Fiscal Year 1993-94

(j) Resolution - Resolution authorizing the Acting Executive Director to enter into a contract with Environmental Science and Engineering, Inc. for Asbestos and Lead Abatement design services at Development Cal 1-3, Sunnydale in the amount of $14,450.00

(k) Resolution - Resolution authorizing the Acting Executive Director to purchase the temporary services of a System 38 Operator through EDP/Temps in an amount not to exceed $12,000.00

12. ADJOURNMENT:

Michael Kelly
Acting Secretary and Acting Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

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Minutes of Regular Meeting Held:
Thursday, October 28, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 28, 1993 at 4:05 p.m.

1. ROLL CALL:

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The meeting was called to order by President Shaw.

Roll Call found the following members to be:

PRESENT: Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Debrenia Madison, Assistant Legal Counsel

At the request of Commissioner Chuck, the Commission observed a few minutes of silence in memorium to the 18-month old child of the Gonzalez family who fell to his death from a Plaza East window on October 27, 1993.

2. APPROVAL OF AGENDA:

There was some discussion regarding the Hunters View M.O.U. concerning the Resident Management Corporation being on today's Agenda. Mr. Kelly stated that this matter would be scheduled for the next meeting.

Commissioner Meskunas moved to approve the Agenda for October 28, 1993 and Commissioner Boileau seconded the motion.

The Agenda of October 28, 1993 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Lytrice Hammond, Westbrook Development
Edward J. Williams
Christine Neal, Alice Griffith Development
Geraldine McGowan, Rosa Parks Development
Mr. Salanoa, Sunnydale Development
Bessie Crockett, Valencia Gardens Development
Althea Antoine
Cecilia Gonzales
Theresa Coleman, Westbrook Development

President Shaw called a recess at 5:40 p.m. and excused himself from the remainder of the Commission Meeting.

Vice President Meskunas reconvened the meeting at 6:00 p.m.

Tiki Hadley, Alemany
Barbara McBride, Hayes Valley Development
Janet M. Smith
Gloria Herrera
Chung Low
Dr. Carmelo Lim Roco
Jewel Green, Hunters View Development
Leslie Wilson, San Francisco SPCA
Michael Knapp, Animal Care & Control
Eric Mills, Action for Animals
Mr. Rosenthal
Lynda Hayes, Pets & Pals

Commissioner Chuck excused himself from the Commission Meeting at 7:15 p.m.

Dr. Eliot Katz, In Defense of Animals Foundation
Rob Monsour
Margaret Verges, PAACN

Vice President Meskunas called a recess at 7:40 p.m. and reconvened the Commission Meeting at 8:00 p.m.

4. APPROVAL OF MINUTES:

Vice President Boileau moved to approve the Minutes of the October 14, 1993 meeting and Commissioner Carpeneti seconded the motion.

The Minutes of the Regular Meeting held October 14, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Commissioner Boileau noted that it was after 8:00 p.m. and the Commission had just arrived at the point in the Agenda where business was to be conducted after four hours of public testimony. Commissioner Boileau expressed concern that indulging in such lengthy public testimony prior to moving through the Agenda might influence the weight of consideration given to the Agenda items.

Commissioner Boileau asked for staff follow-up on the Danny Flores personnel matter and a videotape which was allegedly shown at the Potrero police station called "The Lifestyle of the Poor and Lazy". He also requested a status report on the Executive Director's search and follow-up on other personnel matters.

Commissioner Boileau referred to the latest issue of the Citireport publication in which an article relating to conflict of interest rules which appeared to set forth what action the Housing Authority Board of Commissioners could or could not take. Commissioner Boileau requested the legal staff's opinion regarding how his status as an employee of a Union would impact upon him as a Commissioner should a contractor who happened to be signatory to his Union appear before the Housing Authority Board of Commissioners.

Commissioner Boileau also requested that the legal staff provide a code of conduct for the SFHA Commissioners.

Commissioner Boileau also requested an update on the Plaza East and Bernal plans, the Hayes Valley replacement developer, and requested periodic progress reports.

Commissioner Boileau requested the staff research the possibility of the Housing Authority working with other entities on scattered site housing to increase the availability of low and moderate priced housing stock.

6. REPORT OF SECRETARY:

Mr. Kelly stated that, because of the holidays in November, Commission Meetings will be held November 15, 1993 and November 29, 1993 in lieu of the original 2nd and 4th Thursdays in November.

Mr. Kelly announced that 8:30 a.m., October 30, 1993 the Housing Authority would be sponsoring its fourth annual track and field event at Kezar Stadium and he heartily recommended attendance.

Mr. Kelly reported on the Urban Revitalization Demonstration (URD) Conference stating that HUD representatives visited the Housing Authority during the week of October 19, 1993 and were very impressed with staff presentations and interaction with residents and

Mayor's Office representatives. Mr. Kelly stated that the HUD representatives left with confidence about implementation of the $50 million Urban Revitalization Grant at Bernal and Plaza East.

Mr. Kelly stated that he, President Shaw and Vice President Meskunas attended the City Attorney's presentation on the Sunshine Ordinance on Saturday, October 23, 1993. He also noted that copies of the report were submitted to the Commissioners.

Mr. Kelly announced that, at the request of President Shaw, a reception for the new Commissioners was being planned at 3:00 p.m., Monday, November 29, 1993, prior to the 4:00 p.m. Commission meeting.

7. COMMITTEE REPORT:

Vice President Meskunas read a statement regarding the Executive Session following the October 14, 1993 Commission Meeting of:

"The San Francisco Housing Authority Commission met as a Committee-of-the-Whole in Executive Session on October 14, 1993 to consider a system for the selection of the Executive Director which includes development of a Committee to oversee the selection and the Commission also considered the criteria for that selection as authorized under Government Code Section 54957."

There was a lengthy discussion regarding the Special Ad Hoc Committee for the Executive Director's search. There was concern relating to the length of time it was taking for the selection and who should be involved in the process. It was moved and seconded that the Commissioners would meet on Wednesday, November 3, 1993 in Executive Session to start the screening process. Notices would be sent out to all appropriate parties. The vote was:

AYES:	Barbara R. Meskunas, Vice President Jan Allen, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	Robert Boileau, Commissioner
ABSENT:	Reverend Clarence L. Shaw, President Reverend Harry Chuck, Commissioner

Commissioner Carpeneti stated that, as a member of the Site and Design Committee, he would like to have the North Beach plan on the Agenda for the next meeting to be brought to Committee. Mr. Kelly stated that issue would be scheduled.

8. REPORT OF COUNSEL:

Assistant Legal Counsel Debrenia Madison advised Commissioners that a new case had been served on October 15, 1993, filed in the United States District Court for the 0Northern District of California. Ms. Madison stated that the name of the case was ***Sandra B. Toodle vs. San Francisco Housing Authority***, Case No. 93 3001 EFL. Ms. Madison stated that the plaintiff claimed disability discrimination and denial of a Federal preference. Ms. Madison advised that the matter was under review and was being defended inhouse at the time. Ms. Madison stated that the issues involved entailed the San Francisco Housing Authority's waiting list. Ms. Madison stated that the Commission would be advised in writing of the future developments in the case.

Ms. Madison reported on action taken during the last Executive Session held on October 14, 1993 wherein the Commission authorized additional fees on a litigation contract with the law firm of Lempres and Wulfsberg in the prosecution of the *San Francisco Housing Authority vs. ED2*, Superior Court Case No. 951798. Ms. Madison reported also that the Legal Counsel obtained Commission authorization to settle Dow subcontractor claims in the amount of $378,948 on June 10, 1993 in Executive Session. Ms. Madison stated that HUD had approved the settlements and that the last issue pending was the payment of additional attorney's fees in this case which HUD had under review.

9. TENANT REPRESENTATIVE REPORT:

Doris Wilson reported that the PHTA election of officers was held on October 19, 1993. Ms. Wilson stated that the election was monitored by representatives from the Registrar of Voters Office and the Mayor's Office. Ms. Wilson submitted an unsigned copy of the Registrar of Voters Office's certification of the election. The newly-elected officers listed were: President, Theresa Coleman; Vice President, Jewel Green; Recording Secretary, Mamie Matthews; Corresponding Secretary, Carol Tijerino; Treasurer, Tiki Hadley; Parliamentarian, Alice Richardson. Mr. Kelly stated that President Shaw wished to schedule an official swearing in with the Mayor. Mr. Kelly further stated that, based on the certification, he accepted the officers as elected for any business which was required prior to the formal swearing in.

Theresa Coleman, newly-elected President of the PHTA gave a brief acceptance speech and asked that Resident Services Department work with PHTA in setting up the agenda for the swearing in ceremony, drafting a working budget, and establishing their short- and long-term agenda.

10. UNFINISHED BUSINESS:

In response to Commissioner Allen, Mr. Kelly stated that copies of the memorandum inviting public comment on the Housing Assistant issue had been delivered to senior sites and staff would continue distribution as appropriate.

After discussion, a motion was made that the Commissioners be given copies of the City Auditor's preliminary draft report with the provision that the document would be held

in confidence, not for public review. Commissioners are also to be provided finalized copies of this report. The vote was:

AYES:	Barbara R. Meskunas, Vice President Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	Robert Boileau, Commissioner Richard Carpeneti, Commissioner
ABSENT:	Reverend Clarence L. Shaw, President Reverend Harry Chuck, Commissioner

11. NEW BUSINESS:

(a) RESOLUTION NO. 4155

RESOLUTION DECLARING OCTOBER 8, 1993 AS ROBERT WILLIAMS DAY

WHEREAS, Robert Williams was a resident of Valencia Gardens for four years; and

WHEREAS, Robert Williams served with distinction as President of the Valencia Gardens Resident's Association for the past year; and

WHEREAS, Robert Williams was friend to young and old alike, inspiring broad community support and involvement with resident of Valencia Gardens; and

WHEREAS, Robert Williams inspired San Francisco Housing Authority residents and management to develop working partnerships for the benefit of his community until his untimely death on October 8, 1993; and

WHEREAS, the San Francisco Housing Authority Commission wishes to acknowledge Robert Williams for his vision and resilience;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. October 8, 1993 is memorialized as Robert Williams Day.

2. This Resolution shall take effect immediately.

Commissioner Boileau moved to adopt Resolution No. 4155 and Commissioner Huggins seconded the motion. The vote was:

AYES:	Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Jan Allen, Commissioner

Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4155 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 4156

RESOLUTION ADOPTING REVISED RULES OF CONDUCT GOVERNING PUBLIC TESTIMONY DURING MEETINGS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND RESCINDING RESOLUTION NO. 3779

WHEREAS, the Ralph M. Brown Act, California Government Code Section 54950 et.seq., (the Act) provides that every agenda for regular meetings of a local public agency shall provide an opportunity for members of the public to directly address the legislative body on items of interest to the public that are within the subject matter jurisdiction of the legislative body provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Act; and

WHEREAS, the Act authorizes legislative bodies of public agencies to adopt reasonable regulations to ensure that this requirement is carried out; and

WHEREAS, the Housing Authorities Law [Health and Safety Code §34332(e)] requires housing authorities to allow all persons to speak at its meeting who inform the Authority of his/her desire to speak before the meeting begins; and

WHEREAS, the Authority adopted rules of conduct governing public testimony during a meeting on April 9, 1992 by Resolution No. 3779; and

WHEREAS, the Commission now desires to revise said rules:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The rules as set forth in Exhibit A attached hereto and incorporated into this resolution are hereby adopted as the rules and regulations governing members of the public and public testimony of meetings of the Authority.

2. Resolution No. 3779 adopted April 9, 1992, is hereby rescinded.

3. Every agenda for regular meetings shall provide the public an opportunity to comment in accordance with these rules.

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

SAN FRANCISCO HOUSING AUTHORITY
RULES GOVERNING PUBLIC TESTIMONY

The opportunity for public comments provided during meetings of the San Francisco Housing Authority must be in accordance with these rules.

In order to facilitate maximum, orderly public participation in the conduct of Authority business during its meetings, the following rules will govern public testimony at Commission meetings and will be strictly enforced.

1. The Commission will listen to public testimony following the adoption of the Agenda at the beginning of each meeting and prior to consideration of each resolution. The Secretary will read the names of those wishing to speak. All public testimony, including testimony or comments from tenants, must be presented at this time.

2. Testimony may address the items before the Commission for review and action at the meeting or any other subject which the speaker wishes to discuss.

3. Each speaker will be allotted a maximum of three minutes during the general public comment period and five minutes on each resolution prior to action by the Commission. If the number and complexity of resolutions warrant, the Chair may allow additional time.

4. In establishing a speaking order, public housing residents shall be recognized to speak before non-residents.

5. Individuals wishing to present testimony to the Commission must register on a form provided, not later than the adoption of the Agenda. Speakers wishing to remain anonymous will not be required to give their name, but may provide some other identifying information on the registration form. If a speaker card is submitted after the

beginning of public testimony, that individual will be permitted to speak after all other testimony is completed. **NO SPEAKER CARDS WILL BE ACCEPTED AFTER THE ADOPTION OF THE MINUTES.**

GENERAL RULES

1. The generally accepted rules of decorum and courtesy will be observed and enforced during Commission meetings.

2. Outbursts or comments from the audience will not be permitted.

3. Speakers ruled out-of-order by the presiding officer will comply with the instructions of the presiding officer.

4. When the timer sounds, speakers will cease testimony and yield to the next speaker.

5. Behavior which disrupts the meeting of the Commission and the conduct of its business may result in ejection from the meeting.

6. Except by prior written permission of the Commission, the use of video and other photographic equipment will be restricted to the area in the Commission Room behind the last row of seats for visitors.

Commissioner Huggins moved to adopt the Resolution and Commissioner Allen seconded the motion.

Much discussion ensued wherein it was acknowledged that public comment was very important but there was also the possibility that effectiveness would be influenced by meetings which might continue long into the evening. Commissioner Huggins moved to table this Resolution. Vice President Meskunas seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

This Resolution was UNANIMOUSLY TABLED.

(c)

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF MOUSE SIZE GLUE TRAPS IN AN AMOUNT NOT TO EXCEED $10,600.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of mouse size glue traps for use throughout the agency; and

WHEREAS, quotations were received from Van Waters & Rogers, Incorporated, Shasta Hardware & Supply Co., Inc., Tamaras Supply, Incorporated & Sunwest Sales Company in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Van Waters & Rogers, Incorporated as the lowest, responsive, responsible bidder to supply mouse size glue traps; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of mouse size glue traps from Van Waters & Rogers, Incorporated in an amount not to exceed $10,600.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Discussion ensued during which Commissioners stated that some immediate action should be taken to alleviate the problem of rodents.

Commissioner Allen moved to table this Resolution until staff can look into alternatives to the glue traps. Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

This Resolution was TABLED.

(d) RESOLUTION NO. 4156

RESOLUTION AUTHORIZING THE EXTENSION OF SECURITY GUARD SERVICES AT THE ROSA PARKS SENIOR HOUSING DEVELOPMENT BY WESTERN SECURITY BUREAU IN AN AMOUNT NOT TO EXCEED $45,000.00 THROUGH THE PERIOD ENDING MARCH 31, 1994

WHEREAS, the Commission approved the execution of a contract with Western Security Bureau for security guard services at Rosa Parks pursuant to Resolution number 3772 adopted on March 26, 1992; and

WHEREAS, Western Security Bureau, a minority-owned business enterprise, has provided security guard services in a competent and responsible manner, and as such, the Authority wishes to continue with the services through March 31, 1994; and

WHEREAS, the services provided are of a necessary and vital nature to the senior residents of Rosa Parks, and would present significant operating difficulties for the Authority if the extension of services is not approved as requested herein; and

WHEREAS, the Authority has requested funding from the Mayor's Office of Criminal Justice for the services described herein;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to extend the contract with Western Security Bureau for security guard services at Rosa Parks Senior Housing Development, subject to the approval of funding by the Mayor's Office of Criminal Justice in an amount not to exceed $45,000.00 through March 31, 1994, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins stated that residents of the Rosa Parks Development appeared to be pleased with their guards. Commissioner Allen expressed concern about the bid process and opportunities for other security bureaus.

Commissioner Boileau moved to adopt Resolution No. 4156. Commissioner Carpeneti seconded the motion. The vote was:

AYES:	Barbara R. Meskunas, Vice President Robert Boileau, Commissioner Karen Huggins, Commissioner Richard Carpeneti, Commissioner
NAYS:	Jan Allen, Commissioner
ABSENT:	Reverend Clarence L. Shaw, President Reverend Harry Chuck, Commissioner

Resolution No.4156 was ADOPTED.

(e) RESOLUTION NO. 4157

RESOLUTION APPROVING DEVELOPMENT PROJECT GRANT AND AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF - 255

Whereas, the San Francisco Housing Authority (herein called the "Local Authority") entered into a Consolidated Annual Contributions Contract on August 27, 1964 (as amended), with the United States of America (herein called the "Government"); and

Whereas, the Local Authority anticipates that the Government will approve an amendment to the Consolidated Annual Contributions Contract for the purpose of increasing the Government's contribution to the Total Development Cost for the Development Project Grant for the construction of Robert B. Pitts Plaza (Project No. CA39-P001-043); and

Whereas, the anticipated amendment will provide a grant of additional funds which are required to settle claims by the development project's various subcontractors, and to pay other costs associated with the development project;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The President or Vice President of the Commission is hereby authorized and directed to execute seven counterparts of an amendment to the Annual Contributions Contract on behalf of the Local Authority, for the purpose described in this resolution, and the Acting Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4157. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4157 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 4158

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR FUNDS FOR SUPPORTIVE SERVICE GRANT AND SECTION 8 RENTAL VOUCHERS AND CERTIFICATES FOR THE MOVING TO OPPORTUNITY FOR FAIR HOUSING DEMONSTRATION PROGRAM AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on August 16, 1993, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for Rental Certificates and Vouchers for the Moving to Opportunity for Fair Housing Demonstration program; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on November 15, 1993. This short application period warrants immediate Board action; and

WHEREAS, the Authority desires to submit application for these funds and the authority to execute the Annual Contributions Contracts by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Certificate and Voucher funding and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution 4158. Commissioner Boileau seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSTAIN: Jan Allen, Commissioner

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4158 was ADOPTED.

(g) RESOLUTION No. 4159

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 RENTAL VOUCHER FUNDING FOR HOMELESS VETERANS WITH SEVERE PSYCHIATRIC OR SUBSTANCE ABUSE DISORDERS AND FOR AUTHORIZATION TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on September 30, 1993, the Department of Housing and Urban Development (HUD) advised the San Francisco Housing Authority that funding is available under the Section 8 Rental Voucher Program for Homeless Veterans with severe psychiatric or substance abuse disorders; and

WHEREAS, the Housing Authority desires to submit an application for fifty (50) such Vouchers and application must be received by HUD no later than 3:00 p.m., on November 15, 1993; and

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Rental Vouchers set aside for homeless veterans with severe psychiatric or substance abuse disorders. The Acting Executive Director is authorized to execute the annual Contributions Contract if the application is approved.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4159. Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4159 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 4160

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO TRAVEL TO LOUISVILLE, KENTUCKY TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING ON NOVEMBER 3 THROUGH NOVEMBER 5, 1993

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA is holding its Quarterly Meeting in Louisville, Kentucky on November 3 through November 5, 1993; and

WHEREAS, the Authority deems that the attendance of the Acting Executive Director at the aforementioned CLPHA conference is important and essential to the Authority's conduct; and

WHEREAS, this conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Michael Kelly, Acting Executive Director, is hereby authorized to attend the aforementioned CLPHA Quarterly Meeting on November 3 through November 5, 1993.

2. Travel be in conformance with the Travel Policy of this Authority.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

At the request of Vice President Meskunas, Mr. Kelly explained the purpose of the CLPHA Quarterly Meeting and stated that it was in the interest of the City to have the Executive Director attend this meeting. Commissioner Carpeneti moved to adopt this Resolution. Commissioner Boileau seconded the motion. After further discussion, the vote was:

AYES: Robert Boileau, Commissioner
Richard Carpeneti, Commissioner

NAYS: Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4160 was DEFEATED.

(i) RESOLUTION NO. 4161

RESOLUTION RATIFYING THE EXECUTION OF AN INSURANCE POLICY WITH UNIGARD INSURANCE COMPANY FOR FLEET INSURANCE COVERAGE IN AN AMOUNT NOT TO EXCEED $244,123.00 DURING FISCAL YEAR 1993-94

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Unigard Insurance Company for automotive insurance coverage; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3974, adopted on October 8, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for this service is available as part of the Authority's approved operating budget and Section 8 Administrative fees for Fiscal Year 1993-94; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Authority's fleet insurance policy with Unigard Insurance Company is hereby ratified in an amount not to exceed $244,123.00 during fiscal year 1993-94, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution No. 4161. Commissioner Boileau seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4161 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 4162

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL SCIENCE AND ENGINEERING, INC. FOR ASBESTOS AND LEAD ABATEMENT DESIGN SERVICES AT DEVELOPMENT CAL 1-3, SUNNYDALE IN THE AMOUNT OF $14,450.

WHEREAS, on July, 1993, the Authority advertised for proposals for a Standby Lead and Asbestos Hazards Consultant; and

WHEREAS, eight proposals were received and evaluated by staff; and

WHEREAS, the presence of Lead Based Paint and Asbestos has been identified at the Sunnydale development which is scheduled for comprehensive modernization; and

WHEREAS, the presence of Lead Based Paint (LBP) coated components presents a potential hazard to families and its abatement is mandated by HUD; and

WHEREAS, the presence of asbestos containing building materials (ACBM) also presents a potential hazard to families; and

WHEREAS, strict regulatory requirements govern the handling and disposal of LBP components and ACBM to protect residents and workers; and

WHEREAS, LBP and ACBM abatement design services are required to ensure that the Sunnydale Modernization effort is properly completed; and

WHEREAS, Environmental Science and Engineering, Inc. has been identified as the respondent who can provide the required services at Sunnydale in a manner that is most advantageous to the Authority, costs and other factors considered; and

WHEREAS, this firm has completed a similar project for the Authority at the Sunnydale Housing Development in a professional and responsive manner; and

WHEREAS, Environmental Science and Engineering, Inc., has proposed a fee of $14,450.00 to complete this effort; and

WHEREAS, this fee is reasonable for the work involved and is within the funding available in the Sunnydale Modernization budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a contract for said work with Environmental Science and Engineering, Inc. in the amount of $14,450.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution No. 4162. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4162 was UNANIMOUSLY ADOPTED.

(k) RESOLUTION NO. 4163

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PURCHASE THE TEMPORARY SERVICES OF A SYSTEM 38 OPERATOR THROUGH EDP/TEMPS IN AN AMOUNT NOT TO EXCEED $12,000.00

WHEREAS, the computer system that supports most of the Authority's operations is an IBM System 38; and

WHEREAS, the Authority unexpectedly lost its most experienced System 38 computer operator for an extended period of time at a critical time during conversion to a new computer system; and

WHEREAS, the Authority moved to remedy this situation by immediately contacting several temporary agencies and individuals, and requesting resumes of those persons with appropriate System 38 experience; and

WHEREAS, the MIS Manager and Senior Programmer selected an individual from EDP/Temps as the person most capable of providing the necessary assistance in a timely manner; and

WHEREAS, the selection was made in accordance with procurement regulations under 24 CFR, Part 85.36(d)(4) due to public exigency; and

WHEREAS, funding for the services described above is available as part of the Authority's operating budget and Section 8 Administrative fees for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to extend the temporary services of a System 38 operator through EDP/Temps in an amount not to exceed $12,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution No. 4163. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None.

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4163 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 4160

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO TRAVEL TO LOUISVILLE, KENTUCKY TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING ON NOVEMBER 3 THROUGH NOVEMBER 5, 1993

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA is holding its Quarterly Meeting in Louisville, Kentucky on November 3 through November 5, 1993; and

WHEREAS, the Authority deems that the attendance of the Acting Executive Director at the aforementioned CLPHA conference is important and essential to the Authority's conduct; and

WHEREAS, this conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Michael Kelly, Acting Executive Director, is hereby authorized to attend the aforementioned CLPHA Quarterly Meeting on November 3 through November 5, 1993.

2. Travel be in conformance with the Travel Policy of this Authority.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Vice President Meskunas moved for reconsideration of Resolution No. 4160 and Commissioner Carpeneti seconded the motion. There was further discussion. Commissioner

Carpeneti said he felt it be in the best interest of the Housing Authority to be represented at the CLPHA Quarterly Meeting. The vote was:

AYES: Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Barbara R. Meskunas, Vice President
Jan Allen, Commissioner

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

The motion to reconsider Resolution No. 4160 was ADOPTED.

Commissioner Carpeneti then moved to adopt Resolution No. 4160 and Commissioner Boileau seconded the motion. The vote was:

AYES: Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Barbara R. Meskunas, Vice President
Jan Allen, Commissioner

ABSENT: Reverend Clarence L. Shaw, President
Reverend Harry Chuck, Commissioner

Resolution No. 4160 was ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, it was moved that the Meeting of October 28, 1993 be adjourned at 9:50 p.m. An Executive Session has been scheduled for 10:00 a.m., Wednesday, November 3, 1993. The next Regular Meeting has been scheduled for November 15, 1993.

Reverend Clarence L. Shaw
President

Michael Kelly
Acting Secretary and Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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October 29, 1993

PUBLIC NOTICE

A Special Meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held in Executive Session at 10:00 a.m., in the Executive Conference Room, on Wednesday, November 3, 1993 at 440 Turk Street, San Francisco, California to discuss personnel matters. This Executive Session is authorized under Section 54957 of the Government Code and Section 34283 of the Health and Safety Code.

Michael Kelly
Acting Secretary/Acting Executive Director

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November 8, 1993

PUBLIC NOTICE

A Special Meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held in Executive Session at 11:00 a.m., in the Executive Conference Room, on Friday, November 12, 1993 at 440 Turk Street, San Francisco, California to discuss personnel matters. This Executive Session is authorized under Section 54957 of the Government Code and Section 34283 of the Health and Safety Code.

Michael Kelly
Acting Secretary/Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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October 27, 1993

PUBLIC NOTICE

The San Francisco Housing Authority Commission invites public comment on the reorganization which placed resident custodians in SFHA Senior Developments and eliminated the position of housing assistant. The Commission will consider comments received at the Monday November 15, 1993 special meeting of the Commission. Attached is a chronology of events associated with the conversion.

Please forward your comments to Mr. Michael Kelly, Acting Executive Director, 440 Turk Street, San Francisco, CA 94102 on or before close of business on Friday, November 12, 1993.

Michael Kelly
Acting Secretary/Acting Executive Director

SFHA REORGANIZATION SUMMARY

SENIOR DEVELOPMENT STAFFING CONVERSION
TO RESIDENT CUSTODIAN STAFFING FROM
HOUSING ASSISTANT STAFFING

The San Francisco Housing Authority (SFHA) management team implemented the current resident custodian program at SFHA senior housing sites on August 20, 1993.

This system involves the placement of 23 resident custodians on site on a full time basis. The staffing places one resident custodian at each SFHA building on a full time 40 hours per week basis. The resident custodians replaced 15 part time housing assistants who worked 25 hours per week. Resident custodians, like the housing assistants, respond to emergencies on a 24-hour basis.

The conversion to resident custodians follows the deployment in 1992 of property managers in clusters of 4-6 senior developments throughout the city which was followed by the introduction of security guards at most senior buildings. These activities shifted many of the administrative functions of the housing assistant to property managers at the same time security enhancements were added.

Implementation of the resident custodian staffing meant an increase of 47% of on-duty staff at senior building with little or no additional costs. Greatly enhanced physical conditions at senior sites was also anticipated while still meeting the SFHA's "caretaker" requirement in the S. F. Code.

Implementation involved the following chronology:

June 2 Notice to Local 790 and housing assistants; Executive Director meets with citywide seniors, Senior Action Network on reorganization and upcoming layoffs.

June 21 Meet and confer process with Local 790 results in letter of agreement on layoffs and separation benefits. Housing assistants formally informed of layoff on August 20.

June 24 SFHA senior management presents reorganization

details to housing assistants; detail separation benefits including:

- •extended notification of layoff
- •extended health benefits
- •housing for those HUD eligible
- •early retirement benefits
- •ability to apply for other SFHA jobs
- •employment/career counseling and job referrals

June 29 SFHA senior management meets with custodians to advise them of new position and outline process for bidding on upcoming positions.

July 15 Job strategy workshop conducted for housing assistants.

July 20 Custodian bid process completed.

July 22 Early retirement presentation scheduled for housing assistants.

Aug 20 Temporary Restraining order seeking delay of housing assistant layoff heard and denied in municipal court.

Aug 20 Layoff goes into effect; shift from 15 housing assistants to 23 resident custodians occurs.

Sept 9 SFHA Commission seeks details regarding conversion to resident custodians from housing assistants. Asks for public input.

Oct 14 SFHA Commission calendars discussion of public comment on the conversion from housing assistants to resident custodians for first regular or special meeting in November.

SAN FRANCISCO HOUSING AUTHORITY

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November 8, 1993

PUBLIC NOTICE

Because of the November 11, 1993 (Veterans Day) holiday, there will be no Commission meeting held on that date. The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be at 4:00 p.m., Monday, November 15, 1993 at 440 Turk Street, San Francisco, California.

Michael Kelly
Acting Secretary/Acting Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON MONDAY, NOVEMBER 15, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Monday, November 15, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Reverend Clarence L. Shaw, President
Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

(a) Presentation - Commander Holder of the San Francisco Police Department

(b) Motion - Accepting comments on the reorganization which placed Resident Custodians in SFHA Senior Developments and eliminated the position of Housing Assistant

11. NEW BUSINESS:

(a) Resolution - Approving amended Part I of Section 8 Housing Voucher Program Annual Contributions Contract No. SF-618 and authorizing execution

(b) Resolution - Authorizing the Acting Executive Director to enter into a contract with Dura Fence Company for the fabrication and installation of new metal fencing and gates at Development CAL 1-16, Alemany, in the amount of $219,000.00

(c) Resolution - Authorizing the Acting Executive Director to execute a purchase order for the procurement of ready-mix concrete from RMC Lonestar in an amount not to exceed $35,000.00

(d) Resolution - Authorizing the Acting Executive Director to execute a purchase order for the procurement of gravity wall heaters from Rubenstein Supply Company in an amount not to exceed $29,310.00

(e) Resolution - Authorizing the Acting Executive Director to execute a purchase order for the procurement of 40 gallon hot water heaters from Heieck Supply in an amount not to exceed $29,702.00

(f) Resolution - Approving the Memorandum of Understanding between the San Francisco Housing Authority and the Hunter's View Resident Management Council to maximize management responsibilities and to explore homeownership opportunities

(g) Resolution - Authorizing the Acting Executive Director to sign Hope 1 Implementation Grant application certifications for the Westbrook Public Housing Development

(h) Resolution - Authorizing the Acting Executive Director to sign Hope 1 Implementation Grant application certifications for the Alemany Public Housing Development

(i) Resolution - Approving the Memorandum of Agreement for the Block Captains at the Alemany Development

(j) Resolution - Authorizing the Acting Executive Director to enter into a contract with S&L Payton for model building heating system and sheet metal work at Development CAL 1-3, Sunnydale in the amount of $13,937.00

(k) Resolution - Authorizing the Acting Executive Director to enter into a contract with Pioneer Roofing organization for the repair and installation of new roofing and sheetmetal at Development CAL 1-34, 4101 Noriega, in the amount of $36,130.00

(l) Resolution - Authorizing the Acting Executive Director to enter into a contract with Environmental Science and Engineering, Inc. to assist the Housing Authority in developing and implementing a comprehensive lead hazards management program for an amount not-to-exceed $191,902.00

(m) Resolution - Authorizing the Acting Executive Director to enter into a contract with Western Roofing Service for roofing and waterproofing at Developments CAL 1-18(13), Mission Dolores and CAL 1-19(1), 990 Pacific in the amount of $693,784.00

(n) Resolution - Authorizing the Acting Executive Director to enter into a contract with PFW Associates, Inc. for roofing and waterproofing at Developments CAL 1-31, 25 Sanchez and CAL 1-37, 491 31st Avenue in the amount of $612,500.00

(o) Resolution - Authorizing the Acting Executive Director to enter into a contract with Western Roofing Service for roofing and waterproofing at Development CAL 1-8, Westside Courts in the amount of $719,633.00

12. ADJOURNMENT:

Michael Kelly
Acting Secretary and Acting Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Monday, November 15, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Monday, November 15, 1993 at 4:20 p.m.

1. ROLL CALL:

The meeting was called to order by Vice President Meskunas.

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Roll Call found the following members to be:

PRESENT: Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Debrenia Madison, Assistant Legal Counsel

At Vice President Meskunas' request, Acting Secretary Michael Kelly read into the record the following correspondence from President Clarence L. Shaw:

"November 12, 1993

Honorable Frank Jordan
Mayor, City and County of San Francisco
City Hall, Room 200
San Francisco, CA 94102

Dear Mayor Jordan:

After considerable thought, prayer and family consultations, I have come to the conclusion that I can not continue to give the amount of time required to be an effective Commissioner on such an important Commission as the San Francisco Housing Authority. Therefore, I respectfully submit my resignation from the San Francisco Housing Authority. My resignation will be effective today, November 12, 1993.

I thank you for the opportunity to serve the citizens of San Francisco and the residents of Public Housing. I also thank you for the confidence you had in my ability to serve.

I want to thank the staff of the Housing Authority for their cooperation and to tell them that it was truly a pleasure working with them during my tenure as a Commissioner and during the short time that I was President of the Commission.

I truly believe the San Francisco Housing Authority is one of the best in the Country. I hope the search for a new Director is successful because the residents deserve to have a quality person at the helm of their agency.

Once again, I thank you for the opportunity to serve in your administration.

Sincerely,
/s/Clarence L. Shaw
Reverend Clarence L. Shaw

CLS:ai"

Vice President stated that she was sure that all the Commissioners joined her in wishing Reverend Shaw the best of luck. Commissioner Huggins stated that she felt it was a pleasure to serve on the Board with someone such as President Shaw. Commissioner Huggins stated that she had participated with President Shaw in working with the Ecumenical Clergy Council and would continue to work with him in that effort.

2. APPROVAL OF AGENDA:

Vice President Meskunas moved to amend the Agenda to allow item (a), Unfinished Business, to be presented out of order. Commissioner Huggins moved to accept the November 15, 1993 Agenda as amended. Commissioner Allen seconded the motion.

The Agenda of November 15, 1993, as amended, was UNANIMOUSLY APPROVED.

Acting Secretary Kelly introduced Commander Rich Holder of the San Francisco Police Department. Commander Holder, who is overseeing the San Francisco Housing Authority's Special Projects, outlined his suggestions for his unit's role in assisting to improve the quality of life for the residents of the San Francisco Housing Authority developments. He stated that his group would be pleased to work with the residents in order to establish priorities for dealing with their concerns. Mr. Kelly stated that he would keep the Commissioners, Resident Services Director and residents informed as to actions and areas of concentration. Vice President Meskunas stated she felt the PHTA should be involved as well.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

(a) **Housing Assistant Testimony)**

Vice President Meskunas noted that translation booths had been set up for the benefit of those who required translation during testimony on the Housing Assistant issue. She also stated that it was the intention of the Housing Authority to provide a verbatim transcript of the testimony taken. Vice President Meskunas related that the testimony would be referred to Committee and, hopefully, a solution to the issue could be presented at the next Commission Meeting. She requested, and it was agreed to by the Commissioners, that their comments would be withheld until the completion of public testimony unless they had questions of the individuals for point of clarification.

In response to the inquiry of Commissioners Allen and Huggins regarding the absence of Chief Labor Negotiator Milt Reiterman at the Commission Meeting, Mr. Kelly stated that Mr. Reiterman would be present at the meeting of the Committee.

Benny Rogers, 1750 McAllister Street Development
Jerry Abrams, 1855 - 15th Street Development
Ron Lemmen
William Vitalie, 491 - 31st Avenue Development
Ofelia Vallejo, 462 Duboce Avenue Development
Mark Adamek, 491 - 31st Avenue Development
Baobing B. Lin, 330 Clementina Tower Development
Florence A. Case, 1880 Pine Street Development
Melinda LaBlanc, Bernal Dwelling Development
Ted Nerenburg, 462 Duboce Street Development
Boris Fiaper, 430 Turk Street Development
Lev Lipshits, 1750 McAllister Development
Ossie Robinson, 1880 Pine Street Development
Bertos Spertos, 251 Eddy Street Development
Florence Clements, 1880 Pine Street Development
Jewel Green, Westbrook Development
Theresa Coleman, Westbrook Development
Brenda Alexander, Hunters' View Development
Betty Searcy, 3850 - 18th Street Development
Willis Tarkingson, 3850 - 18th Street Development
Richard Hansen, North Beach Development
Edward Williams

Vice President Meskunas adjourned the meeting for a break at 6:25 p.m. The meeting was reconvened at 6:50 p.m.

Rafael Yankelevich, 345 Arguello Blvd. Development
Bob Venn, 25 Sanchez Development
Gloria Navarro, 430 Turk Street Development
Cora Barnes, 491 - 31st Avenue Development

In response to Commissioner Boileau's inquiry, Mr. Kelly stated that 16 housing assistants had applied for the custodian positions, with 7 being hired.

Commissioner Boileau requested an opinion from the Assistant Legal Counsel as to whether comments made by an individual Commissioner were legally binding upon the remainder of the entire Commission. Assistant Legal Counsel Debrenia Madison stated that such comments were not binding upon the entire Commission.

In response to Vice President Meskunas' inquiry, Mr. Kelly stated that the entire proceedings would be transcribed by the end of the week and be available for committee next week, at which time staff recommendations will also be considered.

There being no more speakers on this issue, Vice President Meskunas concluded testimony on the housing assistant matter.

(b) **Regular Visitors**

Bessie Crockett, Valencia Gardens
Libertad (Betty) Aperocho, 430 Turk Street Development
Tiki Hadley, Alemany Development
Evelyn Jean Hardy, Westbrook Development
Theresa Coleman, Westbrook Development
Romania Bell, Hunters View Development (for Willie Carter)
Raphael Hawley, Sunnydale Development
Lynetta Johnson, Sunnydale Development
Cynthia Wiltz, North Beach Development
Cynthia Stokes

Vice President Meskunas adjourned the Meeting 8:30 p.m. for a break and the Meeting was reconvened at 8:45 p.m.

Cynthia Mackey, Potrero Hill Development
Vavally Frierson, Hayes Valley Development
Carolyn & Tahrio L. Marshall, Potrero Hill Development
Shirley Dorton, Sunnydale Development
William P. Holland, Crown Iron Works (Resolution B)
Edward Evans, North American Planning Coalition
Margaret Verges, PAACN

Vice President Meskunas adjourned for a break at 10:00 p.m. and the meeting was reconvened at 10:15 p.m.

Commissioner Chuck suggested that many of the concerns which had been addressed at this meeting might have been more effectively addressed by the Committees working with staff for recommendations and resolutions which would later be submitted to the entire Commission.

Commissioner Huggins requested that the issue of residents participating in the screening and eligibility process of prospective residents be placed on the next Commission Meeting Agenda. Commissioner Boileau requested a staff report defining the current selection process.

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to approve the Minutes of the October 28, 1993 meeting and Commissioner Chuck seconded the motion.

The Minutes of the Regular Meeting held October 28, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Acting Secretary Michael Kelly reported that the staff had responded to the audit by City Auditor Harvey Rose. Mr. Kelly stated that the Authority had not received a response from Mr. Rose. Vice President Meskunas stated that the Commissioners had received a copy of the Housing Authority's response and reiterated that this information was to be considered a confidential document until it is given to the Board of Supervisors.

Vice President Meskunas stated that correspondence had been received from Action for Animals on the issue of the glue traps and from State Senator Quentin Kopp on the housing assistant issue. She also stated that, in reference to the Hope implementation grants which the Authority was seeking, Secretary Cisneros stated in Saturday's Chronicle that "a chief goal of the Clinton Administration is to allow residents of public housing projects to buy the homes in which they live." Vice President Meskunas stated that she felt that there was support for the Hope proposals from Secretary Cisneros as well, contrary to what had been heard otherwise.

6. REPORT OF SECRETARY:

Acting Secretary Kelly reported that, on Tuesday, November 9, 1993, a GED program began at the Sunnydale Development with 45 youths between the ages of 17 and 25 in attendance. He stated that the program was called Sunnydale University and was a collaboration between the San Francisco Housing Authority Drug Elimination Program, Recreation and Parks Department, the Girls Academy and the community college. The class is offered three days a week from 10:00 a.m. to 1:00 p.m. and the challenge it has is to get the youths motivated so they can compete in the program.

Mr. Kelly stated that the San Francisco Housing Authority in conjunction with the San Francisco Unified School District and the resident leadership of Sunnydale Development would hold a conference Saturday, November 20, 1993 to discuss the academic and employment obstacles faced by youths in public housing and to develop strategies in enhancing existing educational programs and to specifically address the needs of youth

in public housing. Mr. Kelly stated that Mr. Bill Rojas and himself would be on the program for the conference. The program starts at 10:00 a.m. with workshops to follow until 2:00 p.m.

Mr. Kelly, as Acting Secretary, reminded the Commission that the Bylaws called for the election of new officers upon vacancies and this would be put on the Agenda for the next meeting.

7. COMMITTEE REPORT:

Vice President Meskunas reported that the only Committee which met was a Committee of the Whole of the Commission which met to further the process for the selection of the new Executive Director. The Committee met Friday, November 12, 1993 at 11:00 a.m. and included two representatives of PHTA. That meeting was adjourned and will reconvene on Friday, November 19, 1993 at 11:00 a.m. for the same purpose.

8. REPORT OF COUNSEL:

Assistant Legal Counsel Debrenia Madison informed the Commission that the Legal Counsel's report had been submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

On behalf of PHTA, Theresa Coleman announced the swearing-in ceremony which will be conducted on November 23, 1993, 10:00 a.m.-1:00 p.m. at Rosa Parks development. Mr. Michael Kelly will conduct the swearing-in at the ceremony.

Ms. Coleman requested a report regarding PHTA funding so that they could create a budget.

Ms. Coleman also requested written clarification from Resident Services regarding the holiday season support services, such as turkeys, toys, etc. Ms. Coleman stated that she would like to receive guidelines concerning how allocations for these services are determined.

Ms. Coleman requested clarification regarding lease revisions.

At the request of Vice President Meskunas Mr. Kelly agreed to provide copies of the reports covering holiday allocations and PHTA funding.

10. UNFINISHED BUSINESS:

(a) Presentation by Commander Holder of the San Francisco Police Department. (Taken out of order and reflected in Minutes under Item 2, Approval of Agenda.

(b) Motion accepting comments on the reorganization which placed resident custodians in SFHA senior developments and eliminated the position of housing

assistant. (Testimony and discussion were made under Section 3, Visitors, and reflected there in Minutes.)

11. NEW BUSINESS:

(a)

RESOLUTION No. 4164

RESOLUTION APPROVING AMENDED PART I OF SECTION 8
HOUSING VOUCHER PROGRAM ANNUAL CONTRIBUTIONS CONTRACT
No. SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco, ("PHA") desires to enter into an amended Annual Contributions Contract ("ACC") with the United States of America ("Government").

The amended Section 8 Existing Housing Voucher ACC consists of the following counterparts:

(a) Part I of the ACC, HUD-52520D (1/90) applicable to the Section 8 Existing Housing Voucher Program;

(b) Exhibit I to Part I of the ACC adding Project No.

Now therefore, be it resolved by the PHA, as follows:

1. The amended Part I and Exhibit I of the ACC for the Section 8 Existing Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution of as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4164 and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Jan Allen, Commissioner

Resolution No. 4164 was ADOPTED.

(b)

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH DURA FENCE COMPANY FOR THE FABRICATION AND INSTALLATION OF NEW METAL FENCING AND GATES AT DEVELOPMENT CAL 1-16, ALEMANY, IN THE AMOUNT OF $219,000.00

WHEREAS, on September 16, 1993, the Authority advertised for bids for the fabrication and installation of metal fencing and gates for the development at CAL 1-16, Alemany Housing Development; and

WHEREAS, on October 6, 1993, three (3) bids were received as follows:

	Bidder	Bid Amount
1.	Dura Fence Company	$219,000.00
2.	Crown Iron Works	$335,161.00
3.	A. Ruiz Construction Company	$366,754.00

WHEREAS, the Authority has evaluated the lowest bid and determined that Dura Fence Company is the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR Part 85.36(d) (4) (i) (D); and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-918 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute a contract for the fabrication and installation of metal fencing and gates from Dura Fence Company in the amount of $219,000.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt this Resolution and Commissioner Huggins seconded the motion. A discussion ensued during which various objections were set forth to awarding the contract to the low bidder, Dura Fence Company. Commissioner Boileau moved to strike the low bidder, Dura Fence Company, as nonresponsive and award the contract to Crown Iron Works based on the testimony of Mr. William P. Holland of Crown Works and supportive documents submitted. Commissioner Chuck seconded the motion.

Commissioner Carpeneti moved to table this Resolution pending further investigation. Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

This Resolution was TABLED.

(c)

RESOLUTION NO. 4165

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF READY MIX CONCRETE FROM RMC LONESTAR IN AN AMOUNT NOT TO EXCEED $35,000.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of ready-mix concrete to be used for the repair of sidewalks, wheelchair access ramp construction and foundation work; and

WHEREAS, quotations were received from RMC Lonestar and Bode Gravel Company in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to RMC Lonestar as the lowest, responsive, responsible bidder to supply ready mix concrete; and

WHEREAS, the funding for this purchase has been approved as part of the Comprehensive Improvement Assistance Program (CIAP) grant for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of ready mix concrete from RMC Lonestar in an amount not to exceed $35,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4165 and Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4165 was UNANIMOUSLY ADOPTED.

(d)

RESOLUTION NO. 4166

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF GRAVITY WALL HEATERS FROM RUBENSTEIN SUPPLY COMPANY IN AN AMOUNT NOT TO EXCEED $29,310.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of gravity wall heaters for use throughout the agency; and

WHEREAS, quotations were received from Heieck Supply, Central Builders Supply, Rubenstein Supply Company and Appliance Parts House, Inc. in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Rubenstein Supply Company as the lowest, responsive, responsible bidder to supply gravity wall heaters; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of gravity wall heater from Rubenstein Supply Company in an amount not to exceed $29,310.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution No. 4166 and Commissioner Allen seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner

Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4166 was UNANIMOUSLY ADOPTED.

(e)

RESOLUTION NO. 4167

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF 40 GALLON HOT WATER HEATERS FROM HEIECK SUPPLY IN AN AMOUNT NOT TO EXCEED $29,702.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of 40 gallon hot water heaters for use throughout the agency; and

WHEREAS, quotations were received from Heieck Supply, Central Builders Supply, Rubenstein Supply Company and Appliance Parts House, Inc. in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to Heieck Supply as the lowest, responsive, responsible bidder to supply 40 gallon hot water heaters; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of 40 gallon hot water heaters from Heieck Supply in an amount not to exceed $29,702.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Carpeneti moved to adopt Resolution 4167 and Commissioner Boileau seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4167 was UNANIMOUSLY ADOPTED.

(f)

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE HUNTER'S VIEW RESIDENT MANAGEMENT COUNCIL TO MAXIMIZE MANAGEMENT RESPONSIBILITIES AND TO EXPLORE HOMEOWNERSHIP OPPORTUNITIES

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse resident management, homeownership, and economic development opportunities at the public housing developments; and

WHEREAS, the Hunter's View Resident Management Council is the duly elected representative group of the Hunter's View residents; and

WHEREAS, the residents of the Hunters View Development and the San Francisco Housing Authority have written a Memorandum of Understanding that identifies responsibilities to engage the residents in resident management, explore homeownership and establish economic development at Hunter's View;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute the Memorandum of Understanding, Attachment A, between the San Francisco Housing Authority and the Hunters View Resident Management Council under the conditions indicated in the Memorandum of Understanding toward the mutual goal of resident management.

2. The Acting Executive Director is further authorized to take appropriate steps to execute the Memorandum of Understanding.

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt this Resolution and Commissioner Carpeneti moved to second the motion. Commissioner Boileau moved to table this Resolution and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

This Resolution was UNANIMOUSLY TABLED until the next Commission Meeting, November 29, 1993.

(g)

RESOLUTION NO. 4168

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO SIGN HOPE 1 IMPLEMENTATION GRANT APPLICATION CERTIFICATIONS FOR THE WESTBROOK PUBLIC HOUSING DEVELOPMENT

WHEREAS, the San Francisco Housing Authority wishes to promote economic development and home ownership opportunities for the residents who live in public housing; and

WHEREAS, the San Francisco Housing Authority certifies that it has reviewed the replacement plan for the HOPE 1 Implementation grant application of the Ujamaa Westbrook - Hunters Point A East Resident Management Council; and

WHEREAS, the San Francisco Housing Authority certifies that it has reviewed the HOPE 1 Implementation grant application of Ujamaa Westbrook - Hunters Point A East Resident Management Council and that the Authority agrees to permit the council to carry out the proposed home ownership program if it is approved by HUD;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to sign the HOPE 1 Implementation grant certifications and other certifications for the HOPE 1 Implementation grant application.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution No. 4168 and Commissioner Allen seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

Resolution No. 4168 was ADOPTED. Commissioner Boileau voted nay, stating that information was not available regarding a housing replacement plan which was to be included as a part of the Hope 1 grants. Mr. Turner, Consultant on the Hope grants, stated that the whole intent of the program was to assist and encourage the residents to join the economic mainstream.

(h)

RESOLUTION NO. 4169

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO SIGN HOPE 1 IMPLEMENTATION GRANT APPLICATION CERTIFICATIONS FOR THE ALEMANY PUBLIC HOUSING DEVELOPMENT

WHEREAS, the San Francisco Housing Authority wishes to promote economic development and home ownership opportunities for the residents who live in public housing; and

WHEREAS, the San Francisco Housing Authority certifies that it has reviewed the replacement plan for the HOPE 1 Implementation grant application of the Alemany Resident Management Corporation, Inc. (RMC); and

WHEREAS, the San Francisco Housing Authority certifies that it has reviewed the HOPE 1 Implementation grant application of the Alemany Resident Management Corporation, Inc. and that the Authority agrees to permit the RMC to carry out the proposed home ownership program if it is approved by HUD;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to sign the HOPE 1 Implementation grant certifications and other certifications for the HOPE 1 Implementation grant application.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Carpeneti moved to adopt Resolution No. 4169 and Commissioner Huggins seconded the motion. The Vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: Robert Boileau, Commissioner

Resolution No. 4169 was ADOPTED, with Commissioner Boileau voting nay citing the statement on page 26, Item 7 Findings and Recommendations, of the document which stated "our primary conclusion is that a home ownership program for Alemany is premature for four reasons", which were listed.

(i)

RESOLUTION NO. 4170

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT FOR THE BLOCK CAPTAINS AT THE ALEMANY DEVELOPMENT

WHEREAS, the San Francisco Housing Authority wishes to promote resident initiatives; and

WHEREAS, the San Francisco Housing Authority and the Alemany Resident Management Corporation, Inc. have developed a Memorandum of Understanding for the implementation of a building captain program at Alemany; and

WHEREAS, there is a need for block captains to assist with orientation of new residents and the continual organization of the residents and programs at Alemany; and

WHEREAS, the duly elected RMC at Alemany, developed the building captain program and voted on the implementation of the program; and

WHEREAS, there are Management Improvements funds available to support the block captain program through the CIAP CA-1-918 funding source;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute the Memorandum of Agreement.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Huggins moved to adopt Resolution No. 4170 and Commissioner Chuck seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4170 was UNANIMOUSLY ADOPTED.

(j)

RESOLUTION NO. 4171

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH S&L PAYTON FOR MODEL BUILDING HEATING SYSTEM AND SHEET METAL WORK AT DEVELOPMENT CAL 1-3, SUNNYDALE IN THE AMOUNT OF $13,937.

WHEREAS, on October 19, 1993, the Authority solicited for bids for the Model Building Heating System and Sheet Metal Work at the CAL 1-3, Sunnydale housing development; and

WHEREAS, on October 21 and 25, 1993, three(3) bids were received as follows:

	Bidder	Bid Amount
1.	S & L Payton	$13,937.00
2.	Brady Air Conditioning, Inc.	$16,540.00
3.	Delucchi Sheet Metal Works	$34,600.00

WHEREAS, the Authority has evaluated the lowest bid and determined that S & L Payton is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CIAP CA 1-919 Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute a contract for said work with S&L Payton in the amount of $13,937.00.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Carpeneti moved to adopt Resolution No. 4171 and Commissioner Boileau seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4171 was UNANIMOUSLY ADOPTED.

(k)

RESOLUTION NO. 4172

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH PIONEER ROOFING ORGANIZATION FOR THE REPAIR AND INSTALLATION OF NEW ROOFING AND SHEETMETAL AT DEVELOPMENT CAL 1-34, 4101 NORIEGA, IN THE AMOUNT OF $36,130.

WHEREAS, on October 4, 1993, the Authority advertised for bids for the repair and installation of new roofing and sheetmetal at CAL 1-34, 4101 Noriega Street housing development; and

WHEREAS, on October 22, 1993, two (2) bids were received as follows:

	Bidder	Bid Amount
1.	Pioneer Roofing Organization	$36,130.00
2.	Western Roofing Service	$58,162.00

WHEREAS, the Authority has evaluated the lowest bid and determined that Pioneer Roofing Organization is the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR Part 85.36(d) (4) (i) (D); and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the 1993 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute

a contract for said work with Pioneer Roofing Organization in the amount of $36,130.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Carpeneti moved to adopt Resolution No. 4172 and Commissioner Chuck seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4172 was UNANIMOUSLY ADOPTED.

(l)

RESOLUTION NO. 4173

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL SCIENCE AND ENGINEERING INC., TO ASSIST THE HOUSING AUTHORITY IN DEVELOPING AND IMPLEMENTING A COMPREHENSIVE LEAD HAZARDS MANAGEMENT PROGRAM FOR AN AMOUNT NOT-TO-EXCEED $ 191,902.00

WHEREAS, in July 1993, the Authority advertised for proposals for a Lead Hazards Consultant to assist in developing a Comprehensive Lead Hazards Management Plan; and

WHEREAS, eight (8) proposals were received and evaluated by staff; and

WHEREAS, the presence of lead based paint (LBP) coated components presents a potential hazard to families and its abatement is mandated by HUD; and

WHEREAS, the complete abatement of LBP in family development where it exists, will take several years; and

WHEREAS, HUD and HARRG mandate that the Authority implement an in-place management program for lead hazards where they exist at all family developments constructed before 1978; and

WHEREAS, Cal/OSHA requires new worker protection measures for work with LBP at any worksite; and

WHEREAS, the Authority recognizes the need for a Comprehensive Lead Hazards Management Program to protect residents and staff, and to satisfy regulatory requirements; and

WHEREAS, Environmental Science and Engineering, Inc. has been identified as the respondent who can provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, Environmental Science and Engineering, Inc. has proposed a fee not-to-exceed $191,902.00 to complete this effort; and

WHEREAS, this fee is reasonable for the work involved and is within the funding available in the CIAP and Comprehensive Grant Program budgets.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a contract for said work with Environmental Science and Engineering, Inc. for an amount not-to-exceed $ 191,902.00

2. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Carpeneti moved to adopt Resolution No. 4173 and Commissioner Huggins moved to second the motion.

Commissioner Huggins moved to table this Resolution and Commissioner Allen seconded the motion. The vote was:

AYES: Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Richard Carpeneti, Commissioner

The motion to table Resolution No. 4173 FAILED, with Vice President Meskunas not casting a vote.

A discussion ensued during which Mr. Ron Atkielski stated that this Resolution was for consulting services, not for the actual lead abatement process. Commissioner Boileau questioned why the consultant service had not been considered for the initial stages of the lead abatement program, rather than after the abate process had already begun. Secondly, Commissioner Boileau expressed concern as to why this matter had not been referred to the Site and Design Committee which could have addressed any questions which arose. Mr. Atkielski stated that the Housing Authority had proceeded two years ago to meet a HUD mandate on lead paint testing and issued an RFP to accomplish the testing at the developments. He stated further that it had been the intention to have the same company continue in the program but were informed by HUD that, per HUD procurement regulations, a new RFP had to be issued at that time. Mr. Atkielski stated also that the completion of the testing would coincide with the completion of the data and it was appropriate to have the consultant in place to take it from that point. Mr. Atkielski stated that with regard to the Site and Design Committee there had been no committee to refer to until recently. Mr. Kelly stated that it had not been possible to schedule a Committee meeting during the period concerned.

In response to Commissioner Carpeneti's question, Mr. Atkielski stated that there was a federal statute requiring lead based paint testing in public housing family units by December 1994 and for abatement of all identified lead but that there was no specified time limit for abatement.

Commissioner Huggins requested that in the future the whole package concerning Comprehensive Grant CIAP Section 3 funding be brought to the Commission for its information. Commissioner Boileau agreed with this observation.

The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Richard Carpeneti, Commissioner

NAYS: Karen Huggins, Commissioner

Resolution No. 4173 was ADOPTED.

(m)

RESOLUTION NO. 4174

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH WESTERN ROOFING SERVICE FOR ROOFING AND WATERPROOFING AT DEVELOPMENTS CAL 1-18(13), MISSION DOLORES AND CAL 1-19(1), 990 PACIFIC IN THE AMOUNT OF $693,784.00

WHEREAS, on October 4, 1993, the Authority advertised for bids for the Roofing and Waterproofing at CAL 1-18(13) Mission Dolores and CAL 1-19(1) 990 Pacific housing developments; and

WHEREAS, on November 1, 1993, three (3) bids were received as follows:

	Bidder	Bid Amount
1.	Western Roofing Service	$693,784.00
2.	Bryant Universal	$739,388.00
3.	Competent Builders, Inc.	$897,000.00

WHEREAS, the Authority has evaluated the lowest bid and determined that Western Roofing Service is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the 1992 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute a contract for said work with Western Roofing Service in the amount of $693,784.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution 4174 and Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4174 was UNANIMOUSLY ADOPTED.

(n)

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH PFW ASSOCIATES, INC. FOR ROOFING AND WATERPROOFING AT DEVELOPMENTS CAL 1-31, 25 SANCHEZ AND CAL 1-37, 491 31ST AVENUE IN THE AMOUNT OF $612,500.00

WHEREAS, on October 4, 1993, the Authority advertised for bids for the Roofing and Waterproofing at CAL 1-31, 25 Sanchez and CAL 1-37, 491 31st Avenue housing developments; and

WHEREAS, on November 3, 1993, four (4) bids were received as follows:

	Bidder	Bid Amount
1.	PFW Associates, Inc.	$612,500.00
2.	Competent Builders	$647,000.00
3.	Valoff and Peck	$657,100.00
4.	Western Roofing Service	$724,128.00

WHEREAS, the Authority has evaluated the lowest bid and determined that PFW Associates, Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and;

WHEREAS, the low bid is within the funding available in the 1992 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to

execute a contract for said work with PFW Associates, Inc. in the amount of $612,500.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Chuck moved to adopt this Resolution and Commissioner Huggins seconded the motion.

Commissioner Boileau observed that this Resolution did not state that the company was a signatory to an approved JAC apprenticeship program.

Commissioner Boileau moved to table this Resolution and Commissioner Allen seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

This Resolution was UNANIMOUSLY TABLED.

(o)

RESOLUTION NO. 4175

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH WESTERN ROOFING SERVICE FOR ROOFING AND WATERPROOFING AT DEVELOPMENTS CAL 1-18(13), MISSION DOLORES AND CAL 1-19(1), 990 PACIFIC IN THE AMOUNT OF $693,784.

WHEREAS, on October 4, 1993, the Authority advertised for bids for the Roofing and Waterproofing at CAL 1-18(13) Mission Dolores and CAL 1-19(1) 990 Pacific housing developments; and

WHEREAS, on November 1, 1993, three (3) bids were received as follows:

	Bidder	Bid Amount
1.	Western Roofing Service	$693,784.00
2.	Bryant Universal	$739,388.00
3.	Competent Builders, Inc.	$897,000.00

WHEREAS, the Authority has evaluated the lowest bid and determined that Western Roofing Service is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the 1992 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute a contract for said work with Western Roofing Service in the amount of $693,784.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Boileau moved to adopt Resolution No. 4175 and Commissioner Chuck seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

Resolution No. 4175 was UNANIMOUSLY ADOPTED.

There being no further business to come before the Commission, it was moved that the Meeting of November 15, 1993 be adjourned at 11:27 p.m. The next Regular Meeting has been scheduled for November 29, 1993.

Barbara R. Meskunas, Vice President

Michael Kelly
Acting Secretary and Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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November 22, 1993

PUBLIC NOTICE

Because of the November 25, 1993 (Thanksgiving Day) holiday, there will be no Commission meeting held on that date. The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be at 4:00 p.m., Monday, November 29, 1993 at 440 Turk Street, San Francisco, California.

Michael Kelly
Acting Secretary/Acting Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON MONDAY, NOVEMBER 29, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Monday, November 29, 1993

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

Barbara R. Meskunas, Vice President
Robert J. Boileau, Commissioner
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. ELECTION OF OFFICERS:

4. VISITORS:

5. APPROVAL OF MINUTES:

6. GENERAL COMMUNICATIONS:

7. REPORT OF SECRETARY:

8. COMMITTEE REPORT:

9. REPORT OF COUNSEL:

10. TENANT REPRESENTATIVE:

11. UNFINISHED BUSINESS:

(b) Resolution - Authorizing the Acting Executive Director to enter into a contract with Dura Fence Company for the fabrication and installation of new metal fencing and gates at Development CAL 1-16, Alemany, in the amount of $219,000.00

(f) Resolution - Approving the Memorandum of Understanding between the San Francisco Housing Authority and the Hunter's View Resident Management Council to maximize management responsibilities and to explore homeownership opportunities

(n) Resolution - Authorizing the Acting Executive Director to enter into a contract with PFW Associates, Inc. for roofing and waterproofing at Developments CAL 1-31, 25 Sanchez and CAL 1-37, 491 31st Avenue in the amount of $612,500.00

12. NEW BUSINESS:

(a) Resolution - Authorizing the Acting Executive Director to address the social, recreational and health assistance and referral needs of the residents of senior developments created by the reorganization which placed Resident Custodians in San Francisco Housing Authority (SFHA) Senior Developments and eliminated the position of Housing Assistants

(b) Resolution - Adopting revised Rules of Conduct Governing Public Testimony during Meetings of the Housing Authority of the City and County of San Francisco and rescinding Resolution No. 3779

(c) Resolution - Amending Article III, Section VI, Order of Business, of the Bylaws of the Housing Authority of the City and County of San Francisco

(d) Resolution - Approving superseding Part I and new Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF-618 and authorizing execution

(e) Resolution - Authorizing the Acting Executive Director to enter into a contract with Allstate Electric, Inc. for exterior lighting at Development Cal 1-18(4), Alice Griffith in the amount of $157,954.00

(f) Resolution - Authorizing the Acting Executive Director to enter into a contract with Anderson W.P. Electric, Inc. for the replacement of the power poles at Development Cal 1-2, Potrero Terrace in the amount of $178,444.00

(g) Resolution - Authorizing the Acting Executive Director to enter into a contract with SCA Environmental, Inc. (SCA) to assist the Housing Authority in developing and implementing a comprehensive asbestos hazards management program for an amount not-to-exceed $255,697.00

13. ADJOURNMENT:

Michael Kelly
Acting Secretary and Acting Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
November 29, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Monday, November 29, 1993 at 4:17 p.m.

The meeting was called to order by Vice President Meskunas.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Barbara R. Meskunas, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NOT PRESENT FOR ROLL CALL: Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Carpeneti moved to approve the Agenda for November 29, 1993 and Commissioner Allen seconded the motion.

The Agenda of November 29, 1993 was UNANIMOUSLY APPROVED.

3. ELECTION OF OFFICERS:

Vice President Meskunas announced that the next order of business was the election of the President of the Board of Commissioners. Commissioner Allen moved that Vice President Meskunas be nominated for the office of President. Commissioner Huggins seconded the motion. Commissioner Allen moved that the nominations be closed and

that the Acting Secretary be instructed to call the roll of the Commissioners on the election of the President. Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, Vice President
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

NOT PRESENT FOR VOTING: Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner

The motion to close the nominations was UNANIMOUSLY ADOPTED. Vice President Meskunas was UNANIMOUSLY ELECTED as President.

*(Commissioner Chuck arrived for the meeting at 4:30 p.m.)

Commissioner Huggins moved to suspend the Bylaws to allow the election of the Vice President and Commissioner Allen seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

The motion was UNANIMOUSLY ADOPTED.

President Meskunas declared that the next order of business was the election of a Vice President and that nominations for the office of Vice President were in order. Commissioner Allen moved that Commissioner Carpeneti be nominated for the office of Vice President. Commissioner Huggins seconded the motion. Commissioner Allen moved that the nominations for the office of Vice President be closed and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner
Richard Carpeneti, Commissioner

NAYS: None

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

The motion was UNANIMOUSLY ADOPTED. Commissioner Carpeneti was UNANIMOUSLY ELECTED as Vice President.

President Meskunas and Vice President Carpeneti made brief acceptance speeches.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

4. VISITORS:

Reverend Willie F. Carter, Hunters View Development
Lewis Smith, Jr., 350 Ellis Street Development
Maude Wilson, Hayes Valley North Development
Charlotte Pinkney, Holly Courts Development
Osteen Nenell, Plaza East Development
Tiki Hadley, Alemany Development

*(Commissioner Boileau arrived at 5:14 p.m.)

Theresa Coleman, Westbrook Development
Melindra LeBlanc, Bernal Dwelling Development

President Meskunas adjourned the meeting for a break at 5:45 p.m. The meeting was reconvened at 6:00 p.m.

Richard Ford Sheidler, Dura-Fence Company
Natashea Eberhart, Robert Pitts Development
Peter Byrne
Edward J. Williams
Margaret Verges
Doug Comstock, Lesbian and Gay Bisexual Voter Project

5. APPROVAL OF MINUTES:

Commissioner Allen moved to approve the minutes of the November 15, 1993 meeting and Commissioner Huggins seconded the motion.

The minutes of the meeting held November 15, 1993 were UNANIMOUSLY APPROVED.

6. GENERAL COMMUNICATIONS:

President Meskunas stated that the Housing Authority staff had responded to the Harvey Rose audit and was awaiting response from his office.

President Meskunas announced that the Executive Director Search Committee would reconvene at 11:00 a.m., Friday, December 3, 1993 at 440 Turk Street.

On behalf of the Board of Commissioners, President Meskunas congratulated Michael Kelly, Acting Executive Director/Acting Secretary upon his 10th anniversary as a Housing Authority staff member.

7. REPORT OF SECRETARY:

Mr. Kelly reported that the Saturday, November 20, 1993 Education Conference regarding the joint effort to improve the quality of education for youth living in public housing between the San Francisco School District and the Housing Authority was very successful. Mr. Kelly stated commitments were made by both parties to this effort, among which was a commitment by Bill Rojas, Superintendent of Schools, San Francisco Unified School District, to provide 10,000 computers to residents of public housing. There would also be installation of a library on site which would have an electronic hookup to the main library. It was agreed that a review of the results of the various workshops would be made in 30 days.

Mr. Kelly also stated that the PHTA swearing-in ceremony was a very successful event.

Mr. Kelly reported that, in recognition of Housing Authority funded Resident Services recreational programs, there would be an awards ceremony held for participating public housing youth December 11, 1993, from 2:00 to 4:00 p.m., at the County Fair Building. Mr. Kelly announced that the guest speaker will be Harry Edwards, Professor of Sociology, University of California, Berkeley.

Mr. Kelly introduced Mr. John Shanley, Special Assistant to the Executive Director for Commission Followup Items. Ms. Coleman asked whether a resident could be assigned to work with Mr. Shanley so that he could effectively followup on resident issues. Mr. Kelly stated that he believed that with the start up of the Resident Affairs Committee there would be a need for a Housing Authority staff person to assist in the followup activities and that it would be an excellent opportunity for a resident to fill that position.

8. COMMITTEE REPORT:

President Meskunas stated that no other Committee Meetings were held since the last meeting of the Board due to heavy involvement in the Executive Director Search

Committee. She advised that Commissioner Huggins had indicated a willingness to chair the Resident Affairs Committee as soon as the rest of the Committee has been appointed.

Commissioner Huggins outlined the purposes of the Resident Affairs Committee which would include the opportunity for residents to express their concerns and establish rapport with the Commission members. She stated that the dates of the meetings would be announced by flyers and by elected resident leaders.

President Meskunas announced that Vice President Carpeneti would chair the Site and Design Committee and stated that the remainder of the Committees would be established by the next Commission meeting.

9. REPORT OF COUNSEL:

Legal Counsel Geraldine Chavis stated she had nothing to add to her written report.

10. TENANT REPRESENTATIVE:

Theresa Coleman requested that adequate security boxes be installed for safe storage of development keys. A discussion ensued and Mr. Kelly stated that the staff was investigating alternative methods of securing the keys.

Ms. Coleman stated that the Alemany Development had requested it be designated as the recipient of the Housing Authority employees contribution to United Way.

Ms. Coleman submitted her list of PHTA representatives who would accompany the Commission Committees and requested schedules of the Committee meetings.

She further requested the Housing Authority staff use sensitivity in dealing with the ideas submitted by residents.

Ms. Coleman stated that the documents for Plaza East, Potrero Hill and Hayes Valley Developments were in the process of being examined and that the concerns of their residents would be addressed as quickly as possible.

In response to Ms. Coleman's question concerning the duration of the Police contract of which she had received a copy, the staff responded that it was a two-year contract. Ms. Coleman expressed her dissatisfaction with the way San Francisco Police interacted with her in her role as a PHTA leader.

Mr. Kelly extended an invitation to Ms. Coleman and the PHTA Board for them to attend the Senior Staff Meeting to be held on December 7, 1993 which would help clarify which staff member handled what matters.

In response to Ms. Coleman's inquiry, Mr. Kelly stated that Mr. Walter Patrick, Director of Personnel, could provide Ms. Coleman with the number of Housing Authority employees who were still residents of public housing.

President Meskunas recessed for a break at 7:45 p.m. and the meeting reconvened at 8:00 p.m.

11. UNFINISHED BUSINESS:

(b)

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH DURA FENCE COMPANY FOR THE FABRICATION AND INSTALLATION OF NEW METAL FENCING AND GATES AT DEVELOPMENT CAL 1-16, ALEMANY, IN THE AMOUNT OF $219,000.00

WHEREAS, on September 16, 1993, the Authority advertised for bids for the fabrication and installation of metal fencing and gates for the development at CAL 1-16, Alemany Housing Development; and

WHEREAS, on October 6, 1993, three (3) bids were received as follows:

	Bidder	Bid Amount
1.	Dura Fence Company	$219,000.00
2.	Crown Iron Works	$335,161.00
3.	A. Ruiz Construction Company	$366,754.00

WHEREAS, the Authority has evaluated the lowest bid and determined that Dura Fence Company is the lowest, responsive, responsible bidder in accordance with procurement regulations under 24 CFR Part 85.36(d) (4) (i) (D); and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-918 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute a contract for the fabrication and installation of metal fencing and gates from Dura Fence Company in the amount of $219,000.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Boileau moved to reject all bids and to put this issue out for re-bidding immediately. Commissioner Allen seconded the motion. Acting Executive Director Kelly said that the staff was also recommending the contract be re-bid. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

This Resolution was UNANIMOUSLY DEFEATED.

(f) RESOLUTION NO. 4176

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE HUNTER'S VIEW RESIDENT MANAGEMENT COUNCIL TO MAXIMIZE MANAGEMENT RESPONSIBILITIES AND TO EXPLORE HOMEOWNERSHIP OPPORTUNITIES

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse resident management, homeownership, and economic development opportunities at the public housing developments; and

WHEREAS, the Hunter's View Resident Management Council is the duly elected representative group of the Hunter's View residents; and

WHEREAS, the residents of the Hunters View Development and the San Francisco Housing Authority have written a Memorandum of Understanding that identifies responsibilities to engage the residents in resident management, explore homeownership and establish economic development at Hunter's View;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute the Memorandum of Understanding, Attachment A, between the San Francisco Housing Authority and the Hunters View Resident Management Council under the conditions indicated in the Memorandum of Understanding toward the mutual goal of resident management.

2. The Acting Executive Director is further authorized to take appropriate steps to execute the Memorandum of Understanding.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

(Attachment A is filed in the Formal Minute Book.)

Vice President Carpeneti moved to adopt Resolution No. 4176 and Commissioner Chuck seconded the motion. The vote was:

AYES: Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

ABSTAIN: Barbara Meskunas, President

President Meskunas stated for the record that the City Attorney's Office advised her that she would have to recuse herself from voting on this issue. Resolution No. 4176 was ADOPTED.

(n) RESOLUTION NO. 4177

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH PFW ASSOCIATES, INC. FOR ROOFING AND WATERPROOFING AT DEVELOPMENTS CAL 1-31, 25 SANCHEZ AND CAL 1-37, 491 31ST AVENUE IN THE AMOUNT OF $612,500.00

WHEREAS, on October 4, 1993, the Authority advertised for bids for the Roofing and Waterproofing at CAL 1-31, 25 Sanchez and CAL 1-37, 491 31st Avenue housing developments; and

WHEREAS, on November 3, 1993, four (4) bids were received as follows:

	Bidder	Bid Amount
1.	PFW Associates, Inc.	$612,500.00
2.	Competent Builders	$647,000.00
3.	Valoff and Peck	$657,100.00
4.	Western Roofing Service	$724,128.00

WHEREAS, the Authority has evaluated the lowest bid and determined that PFW Associates, Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and;

WHEREAS, the low bid is within the funding available in the 1992 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director/Secretary is authorized to execute a contract for said work with PFW Associates, Inc. in the amount of $612,500.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Boileau moved to adopt Resolution No. 4177 and Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: Robert Boileau, Commissioner

A discussion ensued regarding establishing an inhouse roofing training program for residents and the utilization of residents in the actual performance of roofing. Mr. Kelly agreed to meet with Commissioner Huggins on this matter.

Resolution No. 4177 was ADOPTED with Commissioner Boileau opposing.

12. NEW BUSINESS:

(a) RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ADDRESS THE SOCIAL, RECREATIONAL AND HEALTH ASSISTANCE AND REFERRAL NEEDS OF THE RESIDENTS OF SENIOR DEVELOPMENTS CREATED BY THE REORGANIZATION WHICH PLACED RESIDENT CUSTODIANS IN SAN FRANCISCO HOUSING AUTHORITY (SFHA) SENIOR DEVELOPMENTS AND ELIMINATED THE POSITION OF HOUSING ASSISTANTS

WHEREAS, an administrative decision to reorganize the management of senior developments resulted in the abolition of the position of housing assistant effective August 20, 1993; and

WHEREAS, the property management functions of the housing assistant position were assumed to be within the property manager and resident custodian responsibilities; and

WHEREAS, many of the social, recreational and health assistance and referral functions that were previously performed by the housing assistants were not picked up in the reorganization; and

WHEREAS, the policy of the Commission is to emphasize the importance of providing 24-hour social, recreational and health assistance and referral resources to support independence and dignity of the residents of senior developments.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director with the concurrence of the Commission perform the required administrative and organizational duties to fill the social, recreational and health assistance and referral responsibilities previously performed by the housing assistants.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

President Meskunas stated that just prior to today's meeting a substitute for the above Resolution had been submitted based on the findings of the Committee Meeting which held on November 24, 1993 to discuss this issue. The new resolution reads as follows:

(a) RESOLUTION NO. 4178

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO IMPLEMENT ADMINISTRATIVE CHANGES TO FILL IN GAPS IN RESPONSIBILITIES AND DUTIES TO RESIDENTS IN SENIOR DEVELOPMENTS CAUSED BY THE ELIMINATION OF THE POSITION OF HOUSING ASSISTANT

WHEREAS, an administrative decision to reorganize the management of senior developments resulted in the abolition of the position of housing assistants effective August 20, 1993; and

WHEREAS, the property management functions of the housing assistant position were assumed within the property manager and resident custodian responsibilities; and

WHEREAS, some of the assigned job duties such as turning the "I'm OK" cards previously performed by the housing assistants were not contained in the job descriptions for the resident custodians or property management staff; and

WHEREAS, the Commission wishes to fill the gaps in the job duties and descriptions caused by the reorganization as it relates to its tenants in its senior developments;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized with the concurrence of the Commission to fill in gaps in responsibilities and/or duties to residents in senior developments caused by the elimination of the position of Housing Assistant.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

A discussion ensued during which Mr. Kelly explained that a Committee of the Commission had met with staff on Wednesday, November 24, 1993 to review the housing assistant/resident custodian issue, what services had been provided previously, and how specific services could be provided now. Commissioner Allen stated that the proposed Resolution was not cost effective as written. Commissioner Boileau expressed concern that the senior residents' testimony indicated that there were services which they needed but which were not being received with the current resident custodian system. He also stated he was concerned that current resident custodians had lost some employment benefits vis a vis the housing assistants. Commissioner Boileau further expressed concern with the unspecific language of the Resolution as written.

Vice President Carpeneti moved to adopt Resolution No. 4178 as substituted. Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Karen Huggins, Commissioner

NAYS: Robert Boileau, Commissioner
Jan Allen, Commissioner

Resolution No. 4178 was ADOPTED.

(b) RESOLUTION NO. 4179

RESOLUTION ADOPTING REVISED RULES OF CONDUCT GOVERNING PUBLIC TESTIMONY DURING MEETINGS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND RESCINDING RESOLUTION NO. 3779

WHEREAS, the Ralph M. Brown Act, California Government Code Section 54950 et.seq., (the Act) provides that every agenda for regular meetings of a local public agency shall provide an opportunity for members of the public to directly address the legislative body on items of interest

to the public that are within the subject matter jurisdiction of the legislative body provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Act; and

WHEREAS, the Act authorizes legislative bodies of public agencies to adopt reasonable regulations to ensure that this requirement is carried out; and

WHEREAS, the Housing Authorities Law [Health and Safety Code §34332(e)] requires housing authorities to allow all persons to speak at its meeting who inform the Authority of his/her desire to speak before the meeting begins; and

WHEREAS, the Authority adopted rules of conduct governing public testimony during a meeting on April 9, 1992 by Resolution No. 3779; and

WHEREAS, the Commission now desires to revise said rules;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The rules as set forth in Exhibit A attached hereto and incorporated into this resolution are hereby adopted as the rules and regulations governing members of the public and public testimony of meetings of the Authority.

2. Resolution No. 3779 adopted April 9, 1992 is hereby rescinded.

3. Every agenda for regular meetings shall provide the public an opportunity to comment in accordance with these rules.

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

(Exhibit A, which changes the order of business and addresses public comment, is filed in the Formal Minute Book.)

Commissioner Huggins moved to adopt Resolution No. 4179 and Commissioner Chuck seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President

Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4179 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 4180

RESOLUTION AMENDING ARTICLE III, SECTION VI,
ORDER OF BUSINESS, OF THE BYLAWS OF THE
HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, Article III, Section VI, of the Bylaws, as amended, of the Housing Authority of the City and County of San Francisco provides for the following order of business:

Order of Business

1. Roll Call
2. Approval of Agenda
3. Visitors
4. Approval of Minutes
5. General Communications
6. Report of Secretary
7. Committee Reports
8. Report of Counsel
9. Tenant Representative Report
10. Unfinished Business
11. New Business
12. Adjournment

WHEREAS, the Commissioners desire to change said order of business; and

WHEREAS, Article IV of said Bylaws provides that the Bylaws may be amended by the vote of at least four of the members at a regular or special meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Article III, Section VI of the Bylaws be and hereby is amended to provide as follows:

Order of Business

1. Roll Call
2. Approval of Agenda
3. Public Comment on Agenda Items
4. Approval of Minutes
5. General Communications
6. Report of Secretary
7. Committee Reports
8. Report of Counsel
9. Tenant Representative Report
10. Unfinished Business
11. New Business
12. Public Comment on Items Not on Agenda
13. Adjournment

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Boileau moved to adopt Resolution No. 4180 and Vice President Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4180 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 4181

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT No.SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (Jan. 1990), applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program.

Now therefore, be it resolved by the PHA, as follows:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Huggins moved to adopt Resolution No. 4181 and Vice President Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President

Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4181 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 4182

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ALLSTATE ELECTRIC, INC. FOR EXTERIOR SECURITY LIGHTING AT DEVELOPMENT CAL 1-18(4), ALICE GRIFFITH IN THE AMOUNT OF $157,954.00

WHEREAS, on October 21, 1993, the Authority advertised for bids for the installation of Exterior Security Lighting at CAL 1-18(4), Alice Griffith housing development; and

WHEREAS, on November 5, 1993, five (5) bids were received as follows:

Bidder	Bid Amount
1. Pyramid Construction Company	$ 88,800.00 (WITHDRAWN)
2. K.P. Lam Construction Corp.	$156,000.00 (NON-RESPONSIVE)
3. Allstate Electric, Inc.	$157,954.00
4. Abbett Electric Corp.	$198,548.00
5. Thunder Electric	$212,000.00

WHEREAS, the Authority has evaluated the three lowest bids and determined that Allstate Electric Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, Allstate Electric, Inc. proposed a reasonable fee for the effort involved within the funding available in the 1992 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Secretary/Acting Executive Director is authorized to execute a contract for said work with Allstate Electric, Inc. in the amount of $157,954.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Boileau moved to adopt Resolution No. 4182 and Vice President Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4182 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO.4183

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ANDERSON W.P. ELECTRIC, INC. FOR THE REPLACEMENT OF THE POWER POLES AT DEVELOPMENT CAL 1-2, POTRERO TERRACE IN THE AMOUNT OF $178,444.00

WHEREAS, on October 21, 1993, the Authority advertised for bids for the replacement of Power Poles at CAL 1-2, Potrero Terrace housing development; and

WHEREAS, on November 5, 1993, two (2) bids were received as follows:

Bidder	Bid Amount
1. Anderson W.F. Electric, Inc.	$178,444.00
2. Abbett Electrical Corporation	$197,707.00

WHEREAS, the Authority has evaluated the two lowest bids and determined that Anderson W.P. Electric, Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the 1992 Comprehensive Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Secretary/Acting Executive Director is authorized to execute a contract for said work with Anderson W.P. Electric, Inc. in the amount of $178,444.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Boileau moved to adopt Resolution No. 4183 and Vice President Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

ABSTAIN: Robert Boileau, Commissioner

Resolution No. 4183 was ADOPTED with Commissioner Boileau abstaining because of the possibility that Brooks might be a signatory with the Union by which he was employed.

(g) RESOLUTION NO.4184

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SCA ENVIRONMENTAL, INC. (SCA) TO ASSIST THE HOUSING AUTHORITY IN DEVELOPING AND IMPLEMENTING A COMPREHENSIVE ASBESTOS HAZARDS MANAGEMENT PROGRAM FOR AN AMOUNT NOT-TO-EXCEED $255,697.00

WHEREAS, in August 1993, the Authority advertised for proposals for an Asbestos Hazards Consultant to assist in developing a Comprehensive Asbestos Hazards Management Plan; and

WHEREAS, eight (8) proposals were received and evaluated by staff; and

WHEREAS, the presence of asbestos containing materials (ACM) presents a potential hazard to residents, employees and visitors; and

WHEREAS, the complete abatement of ACM is required by EPA and the Bay Area Air Quality Management District (BAAQMD) prior to demolition of any structures and or developments; and

WHEREAS, CAL/OSHA, EPA, BAAQMD, and the California Department of Toxic Substance Control (hazardous waste agency) impose a myriad of rules that mandate the identification and management of asbestos hazards; and

WHEREAS, the Authority recognizes the need for a Comprehensive Asbestos Hazards Management Program to protect residents, employees and visitors, and to satisfy regulatory requirements; and

WHEREAS, SCA Environmental Inc. has been identified as the respondent who can provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, SCA Environmental, Inc. has proposed a fee not-to-exceed $255,697.00 to complete this effort; and

WHEREAS, this fee is reasonable for the work involved and is within the funding available in the 1992 and 1993 Comprehensive Grant Program budgets.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a contract for said work with SCA Environmental, Inc. for an amount not-to-exceed $ 255,697.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/29/93
Date

Commissioner Huggins moved to adopt Resolution No. 4184 and Vice President Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

Resolution No. 4184 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

Commissioner Boileau moved to adjourn the meeting and Commissioner Carpeneti seconded the motion. The motion was UNANIMOUSLY APPROVED. There being no further business to come before the Commission, the meeting of November 29, 1993 President Meskunas adjourned at 9:10 p.m. The next regular meeting has been scheduled for December 9, 1993.

Barbara R. Meskunas
President

Michael Kelly
Acting Secretary and Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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December 3, 1993

PUBLIC NOTICE

The next Regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, December 9, 1993 at 440 Turk Street, San Francisco, California.

Michael Kelly
Acting Secretary/Acting Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, DECEMBER 9, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

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Regular Meeting Held:
Thursday, December 9, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. PUBLIC COMMENT ON AGENDA ITEMS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) Resolution - Authorizing travel to Orlando, Florida to attend the 1994 Public Housing Director's Association Commissioners Conference scheduled for January 19 through January 22, 1994

(b) Resolution - Authorizing payment of membership dues to the Council of Large Public Housing Authorities (CLPHA) for the Fiscal Year 1993-94 in the amount of $14,700.00

(c) Resolution - Approving the certifications for Performance Indicators under the Public Housing Management Assessment Program (PHMAP)

(d) Resolution - Authorizing the Acting Executive Director to expend an amount not to exceed $967,000.00 for continuation of police services pursuant to a Memorandum of Understanding with the San Francisco Police Department which expires on March 31, 1994

(e) Resolution - Adopting a new pet policy and procedures for SFHA Developments

(f) Resolution - Authorizing the Acting Executive Director to execute a purchase order with Crown Iron Works for the metal fabrication and installation of clothesline poles, metal security grilles, metal fence, and metal handrails for the Sunnydale Model Unit at Development Cal 1-3, in the amount of $15,442.00

12. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

13. ADJOURNMENT:

Michael Kelly
Acting Secretary and Acting Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, December 9, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, December 9, 1993 at 4:22 p.m.

The meeting was called to order by President Meskunas.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

ABSENT: Robert Boileau, Commissioner

2. APPROVAL OF AGENDA:

President Meskunas stated that the Agenda needed to be amended to reflect the new rules governing public opportunity to comment under item No. 2:

NOTE: The Public will have the opportunity to comment on Agenda items prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/29/89 as part of Resolution No. 3382 and revised 11/29/93 as part of Resolution No. 4179. Prior to adjournment, after Item No. 11, the Public will have an opportunity to comment on items not the Agenda.

Vice President Carpeneti moved to approve the Agenda for December 9, 1993, as amended, and Commissioner Allen seconded the motion.

The Agenda of December 9, 1993, as amended, was UNANIMOUSLY APPROVED.

3. PUBLIC COMMENT ON AGENDA ITEMS:

Commander Richard Holder, SFPD
Theresa Coleman, Westbrook Development
Jerry Abrams, 1855 - 15th Street Development
Margaret Verges
Tiki Hadley, Alemany Development
Jewel Green, Hunters View Development

4. APPROVAL OF MINUTES:

Commissioner Chuck moved to approve the minutes of the November 29, 1993 meeting and Vice President Carpeneti seconded the motion.

The minutes of the meeting held November 29, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Kelly reported that today the SFHA hosted international visitors from the new nation of Moldova, which was formerly a part of the U.S.S.R. The Minister of Public Works and Housing Fund and the President of the Committee of Public and Local Administration and the Parliament of that country, accompanied by their translator, met with staff and had a brief tour of SFHA Developments. They also met with the Mayor's Office and the Board of Supervisors. They have visited Washington, D.C. and New York City and plan to go on to Japan and Singapore on a tour sponsored by the United Nations Office of Development. These visitors are part of an ongoing program of hosting international delegates and sharing SFHA programs with them.

Mr. Kelly also reported that last Tuesday, December 7th, he participated in the dedication of the Richard M. Cohen residence, otherwise known as the Hope House. When renovated, this facility will house ten residents with AIDS, in an assisted living home. This facility, located in the historic Mission District, the Dolores St. Community Services in conjunction with the Mayor's Office of Housing and the Redevelopment Agency, the SFHA, HUD, Northern California Grantmakers and other organizations combined to convert this pre-1906 house, along with a carriage house, with an estimated completion date of July, 1994. Mr. Kelly said that the SFHA Leased Housing staff

played a key role and he acknowledged the work of Lynne Prendergast and Larry Andrews for their contributions to this project.

Mr. Kelly further reported that the SFHA awards ceremonies for Resident Services Youth Programs that covers academic, sporting and recreational activities will be held this Saturday, December 11, from noon to 3:00 p.m. at the County Fair Building, on 9th and Lincoln, in Golden Gate Park.

7. COMMITTEE REPORT:

President Meskunas reported that no committees have met, except the committee of the whole and Executive Committee. Two Ad Hoc committees have met, one to review the San Francisco Police Department MOU, and the other to review the pet policy, Resolution (e). An Executive Session was held with the Executive Committee, which includes the Commission as the whole and two representatives from the Public Housing Tenants Association. This Committee met for the last time on December 3, and adjourned that portion of the Executive Search process, and will reconvene on Monday and Tuesday, December 13 and 14, at 4:00 p.m., to start the interview process. Mr. Kelly read the Public Notice:

"December 9, 1993

PUBLIC NOTICE

A Special Meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held in Executive Session at 4:00 p.m., in the Executive Conference Room, on Monday, December 13, 1993 at 440 Turk Street, San Francisco, California to discuss personnel matters. This Executive Session is authorized under Section 54957 of the Government Code and Section 34283 of the Health and Safety Code.

/s/ Michael Kelly
Michael Kelly
Acting Secretary/Acting Executive Director"

President Meskunas further stated that this Executive Session Notice will cover the entire period of interviews for the applicants for the position of Executive Director of the SFHA. This Executive Session may continue past December 14, and the Commission may choose to interview more candidates than those currently scheduled.

8. REPORT OF COUNSEL:

Legal Counsel Geraldine Chavis stated that she had submitted her report in writing and had no new comments to add to her report.

9. TENANT REPRESENTATIVE REPORT:

Theresa Coleman, President of PHTA, acknowledged that she did receive a check from SFHA for $2,000.00 and did overspend on the Thanksgiving program and PHTA swearing in ceremony. She stated that she is prepared to reimburse the SFHA after the amounts have been calculated for non-eligible items. She requested that no more cash be given to PHTA until all board members are given training in leadership, procurement and development.

Ms. Coleman further stated that she resigned her position due to the amount of harassment and lack of understanding she says she received during her tenure in office. However, she says she has received enough encouragement by residents to continue as President and stated she would like to retract her resignation.

Ms. Coleman also expressed her appreciation to Maintenance, SFHA staff and the Commission for the repairs made to the PHTA roof and offices. She also stated that SFHA gave PHTA $5,000.00 for legal consultants to prepare a Memorandum of Understanding between PHTA and the SFHA, and said she turned the check over to her Treasurer, Tiki Hadley.

Jewel Green, Vice President of PHTA, stated that Theresa Coleman, as President of PHTA, acts too independently and should work more closely with her own Board instead of SFHA staff.

A discussion ensued in reference to the two checks issued to PHTA. In response to a query from President Meskunas, Michael Kelly noted that the $2,000.00 check was issued as initial funding to establish a fresh bank account and as a "get started gesture". The $5,000.00 check was to develop legal and accounting consultation to assist the new PHTA in business matters.

President Meskunas requested that no further funding be given to PHTA until a resolution is received from PHTA authorizing funds to be issued.

President Meskunas asked for a point of clarification that Theresa Coleman is still President of PHTA. She asked the PHTA members to step outside and decide who will give the report for PHTA.

Tiki Hadley, Treasurer of PHTA, said the SFHA has authorized $1.00 per child for Christmas toys and asked if the amount could be increased. President Meskunas said her comments were noted.

Commissioner Huggins said that two names should appear on all checks and asked for a report from PHTA.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 4185

RESOLUTION AUTHORIZING TRAVEL TO ORLANDO, FLORIDA TO ATTEND THE 1994 PUBLIC HOUSING DIRECTOR'S ASSOCIATION COMMISSIONERS CONFERENCE SCHEDULED FOR JANUARY 19 THROUGH JANUARY 22, 1994

WHEREAS, the Public Housing Authorities Director's Association will hold a Commissioners Conference in Orlando, Florida on January 19 through January 22, 1994; and

WHEREAS, the San Francisco Housing Authority is a member of the Public Housing Authority Director's Association (PHADA); and

WHEREAS, the PHADA Conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of Commissioner Jan Allen and Commissioner Karen Huggins is essential to the conduct of its low rent operations;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Commissioner Jan Allen and Commissioner Karen Huggins be authorized to travel to Orlando, Florida for the purpose of attending the aforementioned conference.

2. Travel time, expense, and per diem be allowed in accordance with the travel policies of this Authority.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/09/93
Date

Vice President Carpeneti moved to adopt Resolution No. 4185 and Commissioner Chuck seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

Resolution No. 4185 was UNANIMOUSLY ADOPTED.

(b)) RESOLUTION NO. 4186

RESOLUTION AUTHORIZING PAYMENT OF MEMBERSHIP DUES TO THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) FOR THE FISCAL YEAR 1993-94 IN THE AMOUNT OF $14,700.00

WHEREAS, there exists an association known as the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA provides valuable benefits and services to its membership of large public housing authorities; and

WHEREAS, the Housing Authority of the City and County of San Francisco is considered to be a large public housing authority; and

WHEREAS, the Authority wishes to avail itself of the benefits available to it by virtue of membership in CLPHA;

WHEREAS, funding is available from the 1993-94 Operating Budget and Section 8 Administrative Fees;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Membership in CLPHA be renewed for Fiscal Year 1993-94.

2. The Acting Executive Director is authorized to pay CLPHA dues in the amount of $14,700.00.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/09/93
Date

Vice President Carpeneti moved to adopt Resolution No. 4186 and Commissioner Allen seconded the motion.

Upon a query by Commissioner Huggins, Michael Kelly explained the purpose of CLPHA and the benefits the SFHA receives as a member.

Commissioner Huggins asked it if was true that CLPHA is not in support of Resident Initiatives and Empowerment. Mr. Kelly stated that he had no information to that effect.

Commissioner Huggins asked if employees could invest in CLPHA, rather than the SFHA. Mr. Kelly replied that there are no individual opportunities to join CLPHA. President Meskunas asked that, to balance this issue, the SFHA should also be a member of the National Association of Resident Management Corporations (NARMAC), and Mr. Kelly replied that dues for NARMAC had been paid. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

NAYS: Karen Huggins, Commissioner

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

Resolution No. 4186 was ADOPTED.

(c) RESOLUTION NO. 4187

RESOLUTION APPROVING THE CERTIFICATIONS FOR PERFORMANCE INDICATORS UNDER THE PUBLIC HOUSING MANAGEMENT ASSESSMENT PROGRAM (PHMAP)

WHEREAS, the U.S. Department of Housing and Urban Development issued the rule on the Public Housing Management Assessment Program (PHMAP) which provides twelve (12) indicators which will be used by HUD to evaluate the management performance of Public Housing Agencies; and

WHEREAS, the San Francisco Housing Authority is designated by the U.S. Department of Housing and Urban Development as a "Standard" agency; and

WHEREAS, the San Francisco Housing Authority performed an internal performance assessment in accordance with the PHMAP rule which reveals that the SFHA's management performance has maintained its' performance at a level qualifying "Standard" agency; and

WHEREAS, the San Francisco Housing Authority is required to provide certification as to data on PHMAP performance indicators not found in existing HUD reporting and data forms; namely, Indicators, 1, 3, 5, 6, 7, 8, and 11;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority approves the certification under the Public Housing Management Assessment Program for performance indicators 1) Vacancy Number and Percentage; 3) Rents Uncollected; 5) Unit Turnaround; 6) Outstanding Work Orders; 7) Annual Inspection and Condition of Units and Systems; 8) Tenant Accounts Receivables; and 11) Resident Initiatives.

2. The President of the Commission is authorized to execute the PHMAP certified questionnaire.

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/09/93
Date

Commissioner Huggins moved to adopt Resolution No. 4187 and Commissioner Chuck seconded the motion.

Ann Dunn, Management Operations Technician, gave a presentation on each of the PHMAP indicators and their definitions. Discussion ensued wherein the Commission queried Ann Dunn and Eugene Jones, Controller, on the PHMAP indicators.

Commission Huggins stated that she does not believe in self assessment and in the SFHA performing this self assessment. She also stated that she had a problem with segments of the PHMAP indicators covering the areas of resident owned and operated businesses, resident initiatives and services, the low PHMAP score, and feels that the SFHA should be further along than it is.

Mr. Kelly stated that the comments were well taken and the SFHA goal is to be a high achiever. Mr. Jones said that HUD will come over and do a confirmatory review of the self assessment. He feels that the self assessment will be confirmed and the SFHA will operate as a standard agency, and that the scores should increase in 1994 with the aid of the new computer system. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner

NAYS: Karen Huggins, Commissioner

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

Resolution No. 4187 was ADOPTED.

(d) RESOLUTION NO. 4188

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXPEND AN AMOUNT NOT TO EXCEED $982,350.00 FOR CONTINUATION OF POLICE SERVICES PURSUANT TO A MEMORANDUM OF UNDERSTANDING WITH THE SAN FRANCISCO POLICE DEPARTMENT

WHEREAS, the San Francisco Housing Authority (the "Authority") wishes to abate the problem of illegal drug sales and other crime in its public housing developments to create a safer living environment for its residents; and

WHEREAS, the San Francisco Police Department represents itself able to perform the services required and the Authority finds that the San Francisco Police Department is so qualified; and

WHEREAS, a resolution was adopted by the Commission on July 12, 1990, authorizing a Memorandum of Understanding with the San Francisco Police Department for the deployment of at least three (3) full squads of officers exclusively assigned to Authority properties, and the Memorandum of Agreement was extended by the Commission on September 26, 1992; and

WHEREAS, on June 25, 1992, the Commission authorized the expenditure of funds from the 1991 CIAP budget to continue the services of the San Francisco Police Department as provided by this Memorandum of Understanding; and

WHEREAS, the total funding previously authorized by the Commission was not to exceed $2,225,000; and

WHEREAS, additional funding is now required to continue the services of the San Francisco Police Department as provided by this Memorandum of Understanding; and

WHEREAS, the agreement with the San Francisco Police Department is for the provision of services beyond the scope of police services to all residents of San Francisco; and

WHEREAS, additional funds totalling $967,000.00 are now available for this purpose in the 1993 Comprehensive Grant budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to provide additional funding to the San Francisco Police Department for deployment of at least three (3) full squads of officers exclusively assigned to Authority properties in an amount not to exceed $967,000.00.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

October 14, 1993
Date

Commissioner Allen moved to table Resolution No. 4188 and the motion was not seconded; therefore, Resolution No. 4188 was not tabled.

Commissioner Carpeneti moved to adopt Resolution No. 4188 and Commissioner Allen seconded the motion.

Discussion ensued and Commander Holder answered questions from the Commission.

Commissioner Allen stated she was in opposition to this resolution as approximately $480,000.00 of the $967,000.00 had already been spent before the Commission could vote on the Resolution and also felt no satisfactory explanation had been given to explain how these funds were spent.

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Karen Huggins, Commissioner

NAYS: Jan Allen, Commissioner

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

Resolution No. 4188 was ADOPTED.

(e)

RESOLUTION NO. ___

RESOLUTION ADOPTING A NEW PET POLICY AND PROCEDURES FOR SFHA DEVELOPMENTS

WHEREAS, on January 28, 1982 the Housing Authority of the City and County of San Francisco ("SFHA") adopted a pet policy which generally prohibited the ownership of pets, including dogs, by all tenants except for senior tenants; and

WHEREAS, federal law permits an "elderly or handicapped family" living in public housing designated for occupancy by the elderly or handicapped to own pets, and defines the term "elderly or handicapped family" to be a family in which the head of household or spouse is 62 years or older or permanently disabled; and

WHEREAS, California state law permits the ownership of no more than two pets by a person over the age of 60 years or a "person requiring supportive services" in any public housing unit. The state law (Health and Safety Code §50685.5) defines the term "person requiring supportive services" as a person who is permanently physically, developmentally, or mentally disabled and who is or will be participating in a program of rehabilitation, education or social services; and

WHEREAS, state and federal law exempt animals which have been specially trained and are currently used to assist a handicapped person; and

WHEREAS, both state and federal law permit a public housing authority to take action, including termination of tenancy, in cases in which a tenant pet's behavior or its improper care, supervision or control creates a nuisance or hazard to the health or safety of other residents, SFHA staff, or the general public, even in cases in which the tenant is otherwise permitted by law to have a pet; and

WHEREAS, many SFHA residents, despite lease provisions to the contrary, either own, keep, harbor, house, feed or otherwise allow dogs to be present in or around their units; and many of these dogs are stray or wild, or have been used or permitted to engage in dog fights, which are illegal; and

WHEREAS, many of these dogs are vicious, dangerous, or have a propensity for biting or other aggressive behavior such as Pit Bulls, Rottweilers, German Shepherds, Doberman Pinschers, and mixed breeds thereof; and

WHEREAS, residents, members of the public and SFHA staff have expressed to the Commission their fear of harm from these dogs, many of whom are stray or wild dogs, unvaccinated, and/or unlicensed; and

WHEREAS, these dogs pose a serious threat and/or hazard to SFHA property, residents, staff and others, in that these dogs have been known to attack, bite, and/or chase people, including small children, mail carriers and other public servants; and

WHEREAS, it has come to the attention of the Commission that the presence of dogs continues to be a problem, especially in family developments; and

WHEREAS, SFHA property managers have reported problems with some tenants having large numbers of cats, which create a nuisance;

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO HEREBY:

1. Adopts a new Pet Policy to permit any "elderly or handicapped family" living in public housing designated for occupancy by the elderly or handicapped to have not more than two pets, including dogs, provided that all dogs and cats must be registered within five (5) business days after notice of adoption of this Policy is sent out, or within 5 business days of acquisition of the animal, whichever is later, with the property manager. Such tenants shall provide documentation of a pet license, appropriate vaccinations, spaying or neutering, and pay a pet deposit in the amount determined by the SFHA at the time of such pet registration. Updated vaccination verification may be required at the tenant's annual reviews.

2. Further declares that its Pet Policy shall prohibit all tenants in family housing developments to own, keep, harbor, house, feed or otherwise permit any dog in or around their unit unless the dog's owner and primary caretaker is on the lease for the unit and is a person over the age of 60 years, or a "person requiring supportive services" as defined in California Health and Safety Code section 50685.5. In addition, any dog which has been specially trained and is currently used to assist a handicapped person may be kept so long as the handicapped owner is living in the unit, is on the lease, and continues to need the animal's assistance. All tenants qualifying under this paragraph shall be limited to a total of two pets, and shall register, pay a pet deposit, and provide documentation regarding all dogs and cats within 5 business days, as well as annual vaccination updates, as provided in paragraph 1 above. In the case of a dog trained and used to assist a handicapped person, documentation of the dog's training or certification for that purpose may be required.

3. Further declares that tenants not qualifying for dog ownership under paragraphs 1 or 2 above may have no more than two pets, including cats, hamsters, aquariums, or birds. Under no circumstances shall any such tenant own, keep, harbor, house, or feed any dog, poisonous or wild animal, rooster or other farm-type animal. Such pet owners shall also be required to clean up after their pets, and to assure that they are spayed or

neutered and vaccinated, to the extent possible. All cat owners shall register, pay a pet deposit, and provide documentation regarding all cats within 5 business days, as well as annual vaccination updates, as provided in paragraph 1 above.

4. Declares that no tenant shall own, keep, harbor, house, or feed any poisonous or wild animal, rooster or other farm-type animal. SFHA staff may require the surrender to an appropriate authority of any animal in any case in which the animal's behavior or its improper care, supervision, or control creates a nuisance or hazard to the health or safety of other residents, SFHA staff, or the general public, regardless of whether the tenant is otherwise permitted by law or this Policy to have pets.

5. Declares SFHA property to be "dog free zones" where no dogs are permitted except those permitted to those residents who are authorized by paragraphs 1 and 2 above to have pets and who have complied with all provisions of the SFHA Pet Policy, including registration and documentation.

6. Determines that certain breeds of dogs such as those known as "Pit Bull," "Rottweiler," "German Shepherd, "Doberman Pinscher," and mixed breeds thereof, may be so aggressive, vicious or dangerous that they should be banned from SFHA property entirely even for those residents authorized by law or this Policy to have pets.

7. Determines that this Policy shall be duly posted on SFHA property and distributed to all SFHA residents.

8. Determines that this Policy shall be incorporated by reference into the SFHA Dwelling Lease and that after a 30-day grace period any resident who violates this Policy may be subject to eviction.

9. Authorizes the Executive Director or Acting Executive Director to establish procedures to implement this Policy, including the removal of all unauthorized animals from SFHA property and requiring the owners of all animals to reimburse the SFHA for all damages caused by their animal(s), and to pay all applicable fines and/or costs of removal of such animals.

NOW THEREFORE BE IT FURTHER RESOLVED THAT THE EXECUTIVE DIRECTOR OR ACTING EXECUTIVE DIRECTOR IS DIRECTED TO establish procedures to implement this Pet Policy which shall include, but not be limited to, the following:

A. Tenants who are allowed by this Policy to have one or two dogs must register all animals within five (5) business days after notice of adoption of this Policy is sent out, or within five (5) business days of acquisition of the animal, whichever is later, with the property manager. Such tenants shall provide documentation of

a pet license, appropriate vaccinations, spaying or neutering, and pay a pet deposit in the amount determined by the SFHA at the time of such pet registration.

B. Tenants who are allowed by this Policy to have one or two dogs shall see to it that their dogs are on a leash with a lead not to exceed six (6) feet and under the direct control and supervision of an adult resident at all times.

C. That no animal shall be tied to any tree, railing, post, car, nor any other stationary object at any time, nor shall any animal be used nor permitted to fight with any other animal.

D. That SFHA shall maintain a schedule of regular dog sweeps in cooperation with the San Francisco Department of Animal Care and Control and the San Francisco Police Department to assist in the enforcement of this Policy.

E. All residents having pets shall clean up and properly dispose of all feces and other substances left by their animals, so that no residue remains on the floor or walls of their unit, the common areas of the development, or the public sidewalks or streets around the development.

F. The SFHA may require the surrender of any animal in any case in which the animal's behavior or its improper care, supervision, or control creates a nuisance or hazard to the health or safety of other residents, SFHA staff, or the general public, regardless of whether the tenant is otherwise permitted by law or this Policy to have pets.

G. That tenants who must surrender an animal under this Policy will be required to present proof that they surrendered the animal to an appropriate authority, such as a Receipt of Surrender from the San Francisco Department of Animal Care and Control.

H. All tenants except for those specifically permitted to have dogs under the provisions of Paragraphs 1 and 2 above shall be prohibited from having dogs and shall surrender them to appropriate authorities within 30 days from the mailing of notice of the adoption of this Policy.

I. This Pet Policy shall be incorporated by reference into the SFHA Dwelling Lease. Tenants found to be in violation of this Policy after the expiration of the 30-day grace period shall be subject to legal action for eviction.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/09/93
Date

President Meskunas stated that a 30-day comment period is required for Resolution (e). Commissioner Chuck moved to table Resolution (e) and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

NOT PRESENT FOR VOTING: Robert Boileau, Commissioner

Resolution No. (e) was TABLED.

(Vice President Carpeneti left the meeting at 6:25 p.m.)

(f) RESOLUTION NO. 4189

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER WITH CROWN IRON WORKS FOR THE METAL FABRICATION AND INSTALLATION OF CLOTHESLINE POLES, METAL SECURITY GRILLES, METAL FENCE, AND METAL HANDRAILS FOR THE SUNNYDALE MODEL UNIT AT DEVELOPMENT CAL 1-3, IN THE AMOUNT OF $15,442.00

WHEREAS, the Authority authorized the Force Account Crew to renovate a unit at the Sunnydale Development which will serve as a model for the Sunnydale Comprehensive Modernization; and

WHEREAS, the metal installation and fabrication is within the scope of work of the model unit; and

WHEREAS, the Authority solicited proposals from three qualified vendors for metal fabrication and installation; and

WHEREAS, Crown Iron Works was the lowest, responsive, responsible bidder for the required metal fabrication and installation and was selected in accordance with Federal procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the metal fabrication and installation has been approved as part of the Comprehensive Improvement Assistance Program CA-1-919;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Secretary/Acting Executive Director is authorized to execute a purchase order with Crown Iron Works as the lowest, responsive, bidder for the metal fabrication and installation of clothesline poles, metal security grilles, metal fence, and metal handrails for the Sunnydale Model Unit at Development CAL 1-3, in the Amount of $15,442.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Geraldine L. Chavis
Legal Counsel

12/09/93
Date

Commissioner Chuck moved to adopt Resolution No. 4189 and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Reverend Harry Chuck, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None

NOT PRESENT
FOR VOTING: Richard Carpeneti, Vice President
Robert Boileau, Commissioner

Resolution No. 4189 was UNANIMOUSLY ADOPTED.

12. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:

Jerry Abrams, 1853 - 15th Street Development
Christine Neal, Alice Griffith Development
Norma Paredes, Valencia Gardens Development
Coqueise Hayes, Hayes Valley Development
Ofilia Montes, Valencia Gardens Development
Ricahrd Hansen, North Beach Development
Jacqueline Payton, Bernal Dwellings Development
Bessie Crockett, Valencia Gardens Development
Rick Reuter, 1750 McAllister Street Development

President Meskunas adjourned for recess at 8:17 p.m. and reconvened the meeting at 8:33 p.m.

Jewel Green, Hunters View Development
Lionel Early, Hayes Valley Development
Tomasa Gamez, Potrero Hill Development
Maria Olao
Brian McGowan, Refugee Transitions
Margaret Verges

13. ADJOURNMENT:

Commissioner Allen moved that the Board of Commissioners meeting be adjourned and Commissioner Huggins seconded the motion. The motion was UNANIMOUSLY APPROVED. There being no further business to come before the Commission, the meeting of December 9, 1993 adjourned at 9:20 p.m. The next Regular meeting has been scheduled for December 23, 1993.

Barbara R. Meskunas
President

Michael Kelly
Acting Secretary and Acting Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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December 17, 1993

PUBLIC NOTICE

The next Regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, December 23, 1993 at 440 Turk Street, San Francisco, California.

Michael Kelly
Acting Secretary/Acting Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, DECEMBER 23, 1993 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, December 23, 1993

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

2. APPROVAL OF AGENDA:

NOTE: The Public will have the opportunity to comment on Agenda items prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/29/89 as part of Resolution No. 3382 and revised 11/29/93 as part of Resolution No. 4179. Prior to adjournment, after Item No. 11, the Public will have an opportunity to comment on items not the Agenda.

3. PUBLIC COMMENT ON AGENDA ITEMS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

None.

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11. NEW BUSINESS:

(a) Resolution - Authorizing the Acting Executive Director to execute purchase orders for the procurement of window shades from Kirsch-Division of Cooper Industries, Inc. and Hauser Shade Company in an amount not to exceed $43,000.00 during fiscal year 1993-1994

(b) Resolution - Authorizing the Acting Executive Director to execute a purchase order with Consolidated Electrical Distributors, Inc. to purchase electrical fixtures for installation at Development CAL 1-21, Clementina Towers in the amount of $13,342.55

(c) Resolution - Authorizing the Acting Executive Director to extend the contract with Sonitrol of San Francisco to include funding for burglar alarm monitoring services through the remainder of fiscal year 1993-1994

(d) Resolution - Authorizing the Acting Executive Director to execute a purchase order for the procurement of 30 gallon hot water heaters from P. E. O'Hair & Company in an amount not to exceed $23,000.00

(e) Resolution - Authorizing the Acting Executive Director to enter into a contract with the San Francisco League of Urban Gardeners (SLUG) in an amount not to exceed $30,000.00 from funds that are available through the Hope 1 Planning Grant awarded to Alemany

(f) Resolution - Authorizing the Acting Executive Director to enter into a contract with the San Francisco League of Urban Gardeners (SLUG) in an amount not to exceed $32,000.00 from funds that are available through the Hope 1 Planning Grant awarded to Potrero

(g) Resolution - Authorizing the Acting Executive Director to enter into a contract with Valoff & Peck for concrete restoration and exterior painting at Development CAL 1-18(10), Woodside Gardens in the amount of $68,280.00

12. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

13. ADJOURNMENT:

Michael Kelly
Acting Secretary and Acting Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, December 23, 1993

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, December 23, 1993 at 4:25 p.m.

The meeting was called to order by President Meskunas.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

A quorum was present.

ALSO PRESENT: Michael Kelly, Acting Executive Director
Geraldine Chavis, Legal Counsel

ABSENT: None.

2. APPROVAL OF AGENDA:

Commissioner Allen moved to approve the Agenda for December 23, 1993 and Commissioner Boileau seconded the motion.

The Agenda of December 23, 1993 was UNANIMOUSLY APPROVED.

NOTE: The Public will have the opportunity to comment on Agenda items prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/29/89 as part of Resolution No. 3382 and revised 11/29/93 as part of Resolution No. 4179. Prior to adjournment, after Item No. 11, the Public will have an opportunity to comment on items not on the Agenda.

3. PUBLIC COMMENT ON AGENDA ITEMS:

Margaret Verges

4. APPROVAL OF MINUTES:

Commissioner Chuck moved to approve the minutes of the December 9, 1993 meeting and Commissioner Huggins seconded the motion.

The minutes of the meeting held December 9, 1993 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Kelly stated that a letter had been received from Mr. Elliot Katz, Director of In Defense of Animals, with recommendations on how to help alleviate the mouse and roach problem in public housing without the use of glue traps. Mr. Kelly said that copies of that letter had been provided to the Commissioners and a written reply would be made to Mr. Katz's letter.

Mr. Kelly reported to the Commission that he had written a letter to the PHTA Board of Directors outlining the proper procedures and requirements for future funding for that organization.

Commissioner Allen inquired as to whether a reply to Mr. Kelly's letter to Police Chief Ribera had been received regarding her concern with police response time in at Housing Authority sites. Mr. Kelly replied that a response had not yet been received but had been mailed by the Police Department two days ago according to Lieutenant Staska. Mr. Kelly stated that upon receipt of the response he would be sharing that information with the full Commission.

6. REPORT OF SECRETARY:

Mr. Kelly read the following memorandum regarding the 1993 toy drive:

"To: Michael Kelly

From: K. Deborah Whittle

Date: December 22, 1993

Re: 1993 Toy Drive Update

Staff has been working very hard to get toys for the children of Public Housing. As of December 21, 1993 we have received approximately 2,100 toys. The following lists the donations we have received and the 1,700 items we purchased for $5,000 at 60% below wholesale through Mattel Toys:

Lakeshore	100 assorted toys
Toys for Tots	100 assorted toys
S.F. Fire Department	500 assorted toys
Mattel Toys	1,700 assorted toys (purchased)

Through Commissioner Huggins the Authority purchased approximately 700 stockings filled with special treats and 500 McDonald's Gift Certificates for $952.00 that were distributed city-wide on December 22, with the other toys.

The toy distribution took place at 9:00 a.m. on December 22, 1993 in the Commission Room. Every officer in family housing was notified and asked to participate in the division and distribution of the toys; all but three sites were present. I have included a break down of the percentage of toys that each development received. Each site was given "Toy Bucks" and was able to purchase the amount of toys allocated to their site. PHTA was present and participated in the distribution of the toys to the various sites.

Staff will be bringing in toy donations to the SFHA Annual Christmas breakfast, and these toys will be distributed directly to needy families within the developments. The SFHA Force Account also collected $650.00 and will purchase Christmas Dinners for families in need in Public Housing.

Now that we know that getting toys to Public Housing Children is a priority of our Commission we will begin our efforts for donations much earlier in the year.

cc: SFHA Commission
PHTA"

Commissioner Allen asked for a report on the disposition of the 10,000 toys, some of which were to come from Sprint and the Post Office. Mr. Kelly stated that the toys which Commissioner Allen referred to were solicited by the Resident Management Corporations, particularly Potrero Hill, on their own and not directly by the Housing Authority. He stated further that the donations were made directly to the Resident Management Corporations.

7. COMMITTEE REPORT:

President Meskunas reported that the Executive Director Search Committee, which was comprised of members of the Board of Commissioners and two representatives of the Public Housing Tenants Association adjourned on December 22, 1993 after completing the last two of the eight scheduled interviews. President Meskunas stated that three of the candidates had been approved for second interviews which will be scheduled for the beginning of January.

8. REPORT OF COUNSEL:

Counsel Chavis advised the Commissioners that in addition to the written report which had been provided in the Commissioners' packets, she had provided the Commissioners with information concerning the documents which had been presented by an applicant for housing during the Board of Commissioners meeting of December 9, 1993. Ms. Chavis stated that she had received a declaration from the clerk of the San Francisco Superior Court indicating that the referenced documents were not issued by the Superior Court nor was the judge who purportedly signed the documents an authorized agent of the court. Ms. Chavis stated that the documents presented were falsified and did meet the definition of extortion. Commissioner Carpeneti moved to follow through with the District Attorney's office on the subject of falsified documents and Commissioner Allen seconded the motion.

Commissioner Huggins requested the staff investigate what could be done to provide housing for this family.

After lengthy discussion on the subject, Commissioner Allen noted that a motion had already been made and seconded. President Meskunas called for the question. The vote was:

AYES:	Barbara R. Meskunas, President Richard Carpeneti, Vice President Reverend Harry Chuck, Commissioner Jan Allen, Commissioner
NAYS:	Karen Huggins, Commissioner
ABSTAINED:	Robert J. Boileau, Commissioner

The motion carried. This matter will be referred to the District Attorney's office for further consideration.

9. TENANT REPRESENTATIVE REPORT:

Ms. Jewel Green, Acting PHTA President, thanked everyone involved in making this holiday season a very happy one for the residents of public housing.

Vice President Carpeneti congratulated Ms. Green upon her election to the PHTA and he encouraged her to continue her efforts on behalf of the residents.

Commissioner Chuck stated that he would like to see credit given where credit was due with regard to the SFHA toy drive and Mr. Kelly responded that Ms. Deborah Whittle and her staff did a remarkable job and commented on Commissioner Huggins' initiative in acquiring extra toys in the effort.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 4190

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PROCUREMENT OF WINDOW SHADES FROM KIRSCH-DIVISION OF COOPER INDUSTRIES, INC. AND HAUSER SHADE COMPANY IN AN AMOUNT NOT TO EXCEED $43,000.00 DURING FISCAL YEAR 1993-1994

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of window shades for stock replenishment during fiscal year 1992-1993; and

WHEREAS, Kirsch-Division of Cooper Industries, Inc. and Hauser Shade Company will not increase the unit price for the purchase of these window shades during fiscal year 1993-1994 and this resolution is submitted for approval to cover these purchases during this fiscal year; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of purchase orders should be made to the Kirsch-Division of Cooper Industries, Inc., and Hauser Window Shade Company as the lowest, responsive, responsible bidders for the purchase of window shades; and

WHEREAS, the funding for this purchase has been approved in the 1993-1994 operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute purchase orders for the purchase of window shades to Kirsch-Division of Cooper Industries, Inc. and Hauser Shade Company in an amount not to exceed $43,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

Commissioner Carpeneti moved to adopt Resolution No. 4190 and Commissioner Chuck seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None.

Resolution No. 4190 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. ___

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER WITH CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC. TO PURCHASE ELECTRICAL FIXTURES FOR INSTALLATION AT DEVELOPMENT CAL 1-21, CLEMENTINA TOWERS IN THE AMOUNT OF $13,342.55.

WHEREAS, the Authority authorized the Force Account Department to install lights in the corridors at development CAL 1-21, Clementina Towers; and

WHEREAS, the quantity required to complete the installation exceeds the required inventory level in the Authority's Warehouse; and

WHEREAS, the Authority solicited proposals from three qualified vendors to supply the necessary quantity of electrical fixtures at the required time; and

WHEREAS, Consolidated Electrical Distributors, Inc. was the lowest, responsive, responsible bidder for the required electrical fixtures and was selected in accordance with Federal procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, funding for the electrical fixtures has been approved as part of the 1992 Comprehensive Grant Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Secretary/Acting Executive Director is authorized to execute a purchase order with Consolidated Electrical Distributors, Inc. as the lowest, responsive, responsible, bidder to purchase the electrical supplies to complete the site security lighting at development CAL 1-21, Clementina Towers in the amount $13,342.55.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

In response to Commission Allen's request for additional information regarding the electrical fixtures to be authorized by this Resolution, Mr. Kelly stated that these fixtures were a part of the modernization project to increase security lighting.

Commissioner Boileau inquired as to the number of fixtures which were to be purchased by the amount of funds set forth in the Resolution and stated, that lacking that information and lacking urgency on this item he moved to table this Resolution. Commissioner Allen seconded the motion. The vote was:

AYES:	Barbara R. Meskunas, President Richard Carpeneti, Vice President Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	Reverend Harry Chuck, Commissioner

This Resolution was TABLED.

(c) RESOLUTION NO. 4191

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXTEND THE CONTRACT WITH SONITROL OF SAN FRANCISCO TO INCLUDE FUNDING FOR BURGLAR ALARM MONITORING SERVICES THROUGH THE REMAINDER OF FISCAL YEAR 1993-94

WHEREAS, the San Francisco Housing Authority (SFHA) solicited for burglar alarm systems at 25 development offices in full and open competition pursuant to Request for Proposals (RFP) number 035-93; and

WHEREAS, the SFHA received proposals DAP Security, Pacific Alarm Company, and Kimberlite Corporation (dba: Sonitrol of San Francisco); and

WHEREAS, the review panel established to evaluate the proposals received determined that Sonitrol of San Francisco could provide the burglar alarm systems in a manner that is most advantageous to the SFHA, cost and other factors considered in accordance with procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, it was further determined to limit the award to nine critical sites pending further review and analysis of the respondents; and

WHEREAS, the SFHA has not finalized its decision for the 16 remaining sites, but wishes to continue with monitoring services by Sonitrol at the initial 9 sites until the end of the current fiscal year; and

WHEREAS, funding for these services has been approved as part of the operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to extend monitoring services with Sonitrol of San Francisco for the remainder of Fiscal Year 1993-94 in an amount not to exceed $5,973.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

Commissioner Carpeneti moved to adopt Resolution No. 4191 and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None.

Resolution No. 4191 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 4192

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF 30 GALLON HOT WATER HEATERS FROM P. E. O'HAIR & COMPANY IN AN AMOUNT NOT TO EXCEED $23,000.00

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of 30 gallon hot water heaters for use throughout the agency; and

WHEREAS, quotations were received from P. E. O'hair & Company, Sunwest Sales Company, Central Builders Supply and Appliance Parts House in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of a purchase order should be made to P. E. O'hair & Company as the lowest, responsive, responsible bidder to supply 30 gallon hot water heaters; and

WHEREAS, the funding for this purchase has been approved as part of the operating budget for Fiscal Year 1993-94;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of 30 gallon hot water heaters from P. E. O'hair & Company in an amount not to exceed $23,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

Commissioner Carpeneti moved to adopt Resolution No. 4192 and Commissioner Huggins seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President

Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None.

Resolution No. 4192 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 4193

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SAN FRANCISCO LEAGUE OF URBAN GARDENERS (SLUG) IN AN AMOUNT NOT TO EXCEED $30,000.00 FROM FUNDS THAT ARE AVAILABLE THROUGH THE HOPE 1 PLANNING GRANT AWARDED TO ALEMANY

WHEREAS, the San Francisco Housing Authority wishes to promote resident initiatives; and

WHEREAS, the San Francisco Housing Authority and the Alemany Resident Management Corporation, Inc.(ARMC), developed a HOPE 1 Planning Grant Agreement which details economic training and education including landscaping for residents; and

WHEREAS, the SLUG proposal provides both training and educational opportunities in landscaping; and

WHEREAS, SLUG has been previously identified by the Housing Authority as a community gardening program that has unique training and educational services; and

WHEREAS, there are funds available to support the economic development program at Alemany through the HOPE 1 Planning Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to release the funding to SLUG.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

Commissioner Huggins moved to adopt Resolution No. 4193 and Commissioner Carpeneti seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None.

Resolution No. 4193 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 4194

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SAN FRANCISCO LEAGUE OF URBAN GARDENERS (SLUG) IN AN AMOUNT NOT TO EXCEED $32,000.00 FROM FUNDS THAT ARE AVAILABLE THROUGH THE HOPE 1 PLANNING GRANT AWARDED TO POTRERO

WHEREAS, the San Francisco Housing Authority wishes to promote resident initiatives; and

WHEREAS, the San Francisco Housing Authority and the Potrero Annex and Terrace Resident Council developed a HOPE 1 Planning Grant Agreement which details economic training and education including landscaping; and

WHEREAS, the SLUG proposal provides both training and educational opportunities in landscaping for residents; and

WHEREAS, SLUG has been previously identified by the Housing Authority as a community gardening program that has unique training and educational services; and

WHEREAS, there are funds available to support the economic development program at Potrero through the HOPE 1 Planning Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to release the funding to SLUG.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

Commissioner Chuck moved to adopt Resolution No. 4194 and Commissioner Allen seconded the motion. The vote was:

AYES: Barbara R. Meskunas, President
Richard Carpeneti, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Jan Allen, Commissioner
Karen Huggins, Commissioner

NAYS: None.

Resolution No. 4194 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. ___

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH VALOFF & PECK FOR CONCRETE RESTORATION AND EXTERIOR PAINTING AT DEVELOPMENT CAL 1-18(10), WOODSIDE GARDENS IN THE AMOUNT OF $68,280.00

WHEREAS, on October 1, 1993, the Authority advertised for bids for the Concrete Restoration and Exterior Painting at CAL 1-18(10), Woodside Gardens housing development; and

WHEREAS, on October 22, 1993, ten (10) bids were received as follows:

	Bidder	Bid Amount
1.	Valoff & Peck	$ 68,280.00
2.	Art Bendz Painting	$ 84,500.00
3.	D&K Painting, Inc.	$ 86,600.00
4.	W.G. Thompson, Inc.	$ 89,588.00
5.	Pam Latino Painting, Inc.	$ 93,700.00
6.	Carl Sorenson Painting & Decorating	$ 94,278.00
7.	Rozakis & Brother Painting Company	$109,800.00
8.	Armas Construction	$111,500.00
9.	Angotti & Reilly, Inc.	$131,971.00
10.	Zantic Construction	$167,000.00

WHEREAS, the Authority has evaluated the low bid and determined that Valoff & Peck bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available from the Federal Emergency Management Agency, FEMA.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Secretary/Acting Executive Director is authorized to execute a contract for said work with Valoff & Peck in the amount of $68,280.00

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/23/93
Date

Commissioner Boileau moved to table this Resolution and Commissioner Allen seconded the motion. The vote was:

AYES:	Barbara R. Meskunas, President Richard Carpeneti, Vice President Reverend Harry Chuck, Commissioner Robert J. Boileau, Commissioner Jan Allen, Commissioner Karen Huggins, Commissioner
NAYS:	None

A discussion ensued during which Commissioner Huggins stated that she would still like to have the RFP's and the breakdown on the number of residents employed under each contract entered into by the Housing Authority.

Commissioner Boileau questioned the wide range in the amounts bid by the various companies, particularly the disparity between the lowest bid and other bids. Mr. Ron Atkielski responded that the Authority, upon checking the credentials of the contractor, was satisfied that this contractor could perform the work and that the contractor could provide the bond insurance policy.

Commissioner Allen requested a report on the $717,000 which had been previously allocated for the exterior painting of the senior buildings. Mr. Kelly responded that neither he nor other Authority staff were aware of any funds allocated for the exterior painting of senior buildings. He explained that the funds specified in this Resolution were funds allocated by FEMA in 1989, but which were not enough at the time to perform the task.

Commissioner Carpeneti expressed concern that the agreement was vague as related to hiring residents to participate in the work to be performed under this contract. Mr. Brandy Moore, SFHA Contract Compliance officer, stated that with this particular project was to attempt to accomplish the project in a timely fashion for $68,000. He further stated that the commitment

from the contractor was that there would be additional work to be done which could include resident hiring on roofing and weather proofing. Mr. Moore requested that all Commissioners assist in the resident hiring program by providing names of persons who might be qualified to perform work with contractors whose bids are accepted. He further stated that the Authority was encouraging Resident Management Corporations and others to contact the Authority concerning possible employment on such jobs as this. Mr. Moore also explained the ramifications associated with this being a union contractor.

In response to President Meskunas' query, Mr. Kelly stated that the Authority had the option to bring the specific contractor back into negotiation to reopen the issue of resident hiring and Mr. Moore agreed to this option.

Resolution (g) was UNANIMOUSLY TABLED.

President recessed the Commission meeting at 5:32 p.m. for a break and the meeting was reconvened at 5:55 p.m.

12. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Bessie Crockett, Valencia Gardens Development
Kimberly Parker Ducksworth, Valencia Gardens Development
Joanne Green, Bernal Dwellings Development
Mack Burton, Potrero Hill Development
Brenda Stringer, Sunnydale Development
Jewel Green, Hunters View Development

Commissioner Boileau excused himself from the Commission meeting at 6:52 p.m.

Mary Jones, Westside Courts Development

Commissioner Chuck excused himself from the Commission meeting at 6:56 p.m.

Tiki Hadley, Alemany Development
Helen Mason, 48th & Noriega
Ernie Meriweather; We, the People TV
Israel Chideya, Hunters View Development
Espanola Jackson, District 7 Democratic Club
Richard Brown, Ella Hill Hutch Community Center

13. ADJOURNMENT:

President Meskunas adjourned the Board of Commissioners meeting because there was no longer a quorum present. There being no further business to come before the Commission, the meeting of December 23, 1993 adjourned at 7:45 p.m. The next regular meeting has been scheduled for January 13, 1993.

Barbara R. Meskunas
President

Michael Kelly
Acting Secretary and Acting Executive Director